

CHAPTER 509

GENERAL GUIDANCE FOR FOREIGN CUSTOMS AND BORDER CLEARANCE

A. SCOPE

The following chapters outline the Customs and Border Clearance requirements of nations outside the CTUS, where DOD either has established activities or conducts exercises. They identify governing regulations or directives, establish clearance requirements and procedures, and list organizational POCs responsible for the entry/exit of material and personnel for the various countries listed for each Theater Commander. Theater Commanders will determine which nations require an annex in this publication and the order in which they are developed and published.

B. POLICY

1. See Chapter 501 for overall policy under the DOD CBCP. Policy specific to foreign customs and border clearance follows.
2. It is the policy of the DOD to comply with foreign customs and border clearance laws and regulations without unnecessarily limiting the effectiveness and efficiency of the DTS or placing unnecessary and costly restrictions on individual DOD members/employees.
3. Agricultural entrance requirements. US agricultural entrance requirements are outlined in Chapter 505. It is DOD policy that equal vigilance will be exercised in preventing the export of agricultural pests to foreign HNs. Generally, the same responsibilities of DOD activities for the prevention of agricultural pest movements apply to export shipments from the US to foreign countries as well as on imports to the US (clean, free of soil and pest infestations). Specific country requirements/ restrictions are listed under the applicable country.
4. Passenger entrance requirements. It is DOD policy that passengers traveling to foreign countries comply with entrance requirements as outlined in the DOD Foreign Clearance Guide (<http://www.fcg.pentagon.mil>).
5. Personal property entrance requirements. It is DOD policy that members/employees shipping personal property to foreign countries comply with the requirements as outlined in the Personal Property Consignment Instruction Guide (PPCIG) (<http://www.mtmc.army.mil>) under Personal Property, International, and Consignment Instructions Guide.
6. Customs Brokers. Generally, the DOD moves cargo into a foreign country duty-free based on agreements between the USG and that foreign country. If possible, DOD representatives should complete all documentation associated with clearing foreign customs. Under some circumstances, such as lack of an agreement or no established procedures due to lack of day-to-day operations, it may be necessary to hire a customs broker to complete the necessary documentation (import and/or export) to clear customs in a particular foreign country. Use of customs brokers for foreign country customs clearance is not prohibited by this regulation. The theater commander Customs and Border Clearance Coordinator, in consultation with the foreign government, will determine if it is necessary to use a customs broker. Theater policy should address the following issues:
 - a. Planning. Generally, if customs broker services are required, it will be in support of an exercise. If outside customs broker services are considered, exercise planners should address those requirements early in the planning process to determine funding sources and contracting responsibilities.

- b. Contracting. Responsibility for contracting the customs broker must be established. Theater Commanders should consult diplomatic liaisons to determine if a contract currently exists for these services. If no contract exists, and it is determined that customs brokerage is required, the theater Commander may delegate this responsibility to a component organization in its AOR.
- c. Funding. If the customs broker is required to support an exercise, funding for those services should be identified separately, but budgeted in conjunction with other exercise funding requirements.
- d. If customs broker procedures are established for customs clearance in a particular country, that information should be included in the applicable country paragraph in the DOD Foreign Clearance Guide and this regulation.

C. RESPONSIBILITIES

- 1. For overall DOD CBCP responsibilities, see Chapter 501. Additional responsibilities, specific to foreign customs clearance, follow.
- 2. Theater Commanders are responsible for:
 - a. Developing overall policy and procedures for Customs and border clearance in their AOR. This includes publishing directives, as necessary, to implement those policies and procedures.
 - b. In conjunction with the Joint Staff and Department of State, establishing customs and border crossing arrangements with countries, regional authorities, and military alliances in their AOR. This does not require changes to the SOFA itself but may require changes in subordinate agreements or processes negotiated with a particular HN government.
 - c. Consulting with foreign governments to improve processes associated with customs and border clearance.
 - d. Planning and coordinating customs and border clearance procedures associated with exercises and contingencies within their AOR.
 - e. Identifying customs and border clearance requirements for countries in their AOR for inclusion in specific country annexes to this regulation.
- 3. USTRANSCOM is responsible for:
 - a. Developing, coordinating, and publishing overarching guidance (that applies to all DOD components and agencies) for foreign customs and border clearance policy.
 - b. Facilitating actions between various DOD components, other USG agencies, and foreign government agencies (in coordination with theater commander s), to improve foreign customs and border clearance processes.
 - c. Ensuring foreign customs and border clearance policy is compatible with the other functional areas covered by this regulation.
 - d. Providing methods to centralize the publication of, and access to consolidated information pertaining to customs and border clearance requirements and procedures for movement of DOD sponsored property and passengers worldwide. These methods include publication of this regulation and maintenance of the official DOD Customs and Border Clearance web pages.

D. COUNTRY ANNEX CONTENTS

1. Theater Commander Country Annexes of this regulation will, at a minimum, contain the following elements:
 - a. A general description of the Customs Clearance and Inspection Process for import shipments to the specified country.
 - b. A listing of pertinent theater implementing regulations and directives with web site addresses where they may be accessed.
 - c. Description of Customs/Border Clearance processes and procedures for inbound passenger, cargo, unit deployment, and personal property movements via the DTS.
 - d. Discussion of processes and procedures for inbound shipments by commercial vendors for both DOD-owned cargo and DVD cargo via commercial transportation.
 - (1) When consigned to a DOD Activity.
 - (2) When consigned to a commercial activity.
 - (3) Related process maps if available.
 - e. Import restrictions and prohibited items.
 - f. Firearms/Weapons.
 - g. Pets.
 - h. Any export requirements or restrictions.
 - i. Name, Installation, Address, Phone Number and E-mail Address for Theater Customs points of contact.

E. FORMAT

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CHAPTER 510

UNITED STATES EUROPEAN COMMAND (USEUCOM)

A. GENERAL

1. Every country within the USEUCOM AOR has its own separate customs infrastructure. The USEUCOM AOR encompasses NATO members and their military forces, countries of the European Economic Union, Partnership for Peace countries, numerous other HNs, and the US military (includes related civilian/contractor force structure, family members and associated life support, e.g., schools, commissaries, Post Exchange, Base Exchange, Navy Exchange, etc). This chapter provides information on the transportation customs system and portions of the USEUCOM Customs Inspection Program (agricultural preclearance) as they relate to the distribution of DOD cargo. It will identify governing regulations or directives, establish clearance requirements and procedures, and organizational POCs responsible for the movement of material and personnel into, within and out of the various countries listed. The discussion that follows is not intended to change or establish US policy regarding customs clearance procedures within the USEUCOM AOR; it merely describes the current practice.
2. Within transportation there are basically two customs systems: the movement of cargo to/through the CONUS and the movement of cargo into, within, and out of the USEUCOM AOR. See Figure 510-1.

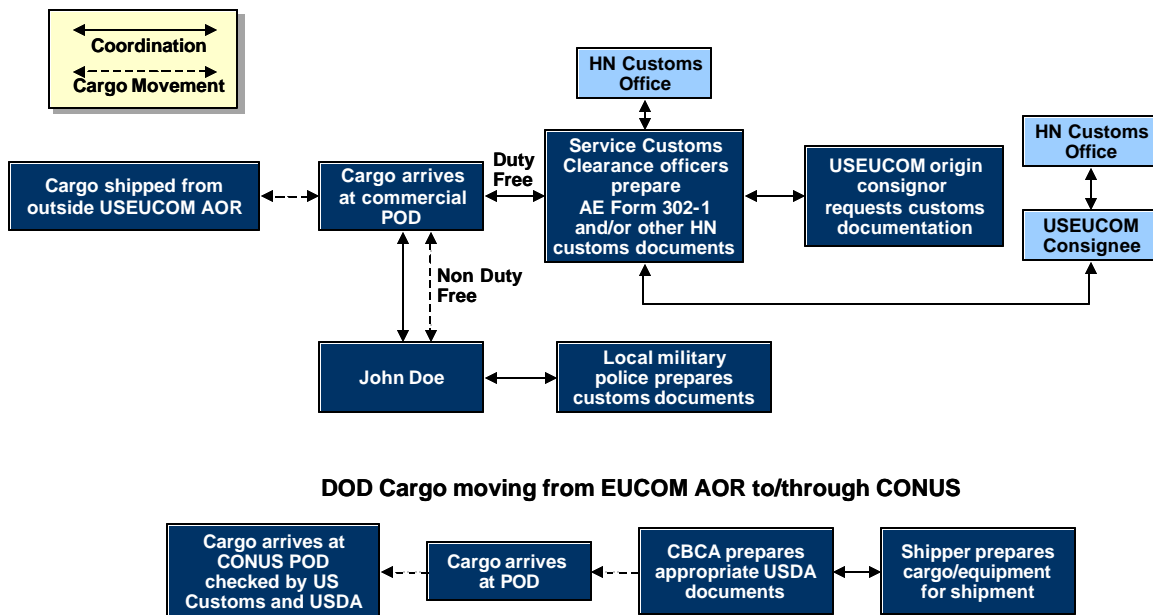


Figure 510-1. DOD Cargo Moving Into, Within, and Out of the USEUCOM AOR

- a. The first system concerns itself with the movement of DOD cargo, POVs, HHG or personnel and their personal articles carried by hand on Permanent Change of Station (PCS)/Temporary Duty/Deployment/Leave, from the USEUCOM AOR back to/through the CONUS. The custodial agent for management of this customs system at USEUCOM is the USEUCOM J1 Customs Executive Agency. The J1 has delegated the responsibilities of executive agent to the USAREUR Provost Marshall.
- b. The second system concerns itself with DOD cargo to be moved and used in an official capacity by US military forces stationed in the USEUCOM AOR or by civilian contractors

hired by the DOD to perform associated missions for the military forces. Its primary document is the AE Form 302-1 (Import/Export Customs Declaration). The executive agent for management of this customs system at USEUCOM is the USEUCOM J4. The use of AE Form 302-1 and other related HN customs documentation will be discussed throughout this chapter.

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AE-Form 3795

Figure 510-2. AE Form 3795, Request for Import/Export Customs Declaration

3. USEUCOM Directives:

- a. USEUCOM Transportation policy and management are contained in USEUCOM Directive 64-1, Transportation Policy and Management. Appendix G, Customs, delineates policies, procedures, and responsibilities for customs planning and execution within the USEUCOM AOR.
- b. USEUCOM Directive 60-11, Common User Logistics in the USEUCOM AOR, assigns Service component commands to provide customs support on a geographic or functional basis.

- c. USEUCOM Directive 30-3, Military Agriculture Inspection Program, provides information on agricultural standards of USDA and US customs offices when shipping cargo back to or through the US.
 - d. All USEUCOM Directives can be found on the USEUCOM Electronic Library website at <http://www.eucom.mil/Directorates/ECJ1/Publications/main.htm&2>.
 - e. United States Army Europe (USAREUR) Regulation 55-355/United States Air Forces Europe (USAFE) Instruction 24-201/United States Naval Forces, Europe (NAVEUR) Instruction 4600.7 (series) Joint Transportation and Traffic Management Regulation, provides information for the movement of duty free cargo into, within, and out of the USEUCOM AOR. It gives specific detailed guidance regarding the use of AE Form 302-1 and other HN customs documents.
4. European Community (EC) Restrictions on the Entry of Non-Manufactured Wood Products (NMWP).
- a. Based on concerns about invasive species, the EC has issued restrictions on the entry of NMWP packing materials originating in Canada, China, Japan, and the US into the following EC countries: Austria, Belgium, Denmark, Finland, France, Germany, Greece, Italy, Luxembourg, Ireland, The Netherlands, Portugal, Spain, Sweden, and the United Kingdom. NMWP is defined as non-manufactured wood pallets, skids, boxes, crates, etc. that has not had sufficient processing to kill pests present in the raw wood. Restrictions do not apply to processed wood, such as plywood, used in packaging and crating. Hard (non-coniferous) wood is also exempt, but should be identified as such in shipments. There are three methods of making NMWP compliant: heat treatment of the wood at 56°C (133°F) for 30 minutes (56/30), fumigation, or chemical pressure treatment. Due to environmental considerations, use of the latter two methods should be minimized.
 - b. IAW USD (AT&L) memorandum, European Community (EC) Decision on the Entry of Non-Manufactured Wood Products (NMWP) into Europe, 8 September 2001, DOD activities were directed to take the following actions on US originated shipments to Europe:
 - (1) Modify all appropriate contracts for materiel and direct vendor deliveries to require any/all wood lumber, pallets, boxes, crates, etc. delivered to a DOD activity, worldwide, be heat-treated under the 56/30 requirements and marked to the American Lumber Standards Committee (ALSC) NMWP policy and enforcement standards.
 - (2) Require that all wood pallets, boxes, crates, etc. ordered/delivered from vendors be heat-treated and marked to the ALSC NMWP policy and enforcement standards.
 - (3) Require that all bulk lumber procured for the fabrication of pallets, boxes, crates, etc., be certified and marked as a part of the fabrication process, to the ALSC NMWP policy and enforcement standards. Activities using ALSC-certified lumber to make or repair wooden boxes or crates, skids and pallets, etc., must have formal processing procedures and documentation to ensure that only certified lumber leaves their fabrication point.
 - (4) Initiate acceptable measures to ensure all existing stocks of NMWP that are destined for the EC are pest free. Once treated, these wood products must be marked to the ALSC NMWP policy and enforcement standards.
 - (5) Establish, in conjunction with the USDA Animal Plant Health Inspection Service, ALSC or an ALSC- accredited agency, acceptable procedures for inspecting softwood and hardwood pallets, boxes, crates, etc. for signs of pest infestation (i.e., worm holes greater than 3mm in diameter; presence of bark; grub marks; and, an average moisture content of less than 20 percent).

- (6) Inspect, certify, replace or treat wood pallets, boxes, crates, etc., on all pre-positioned vessels, during routine rotation cycles.
- (7) Ensure all DOD shippers create an inspection/verification routine to ensure all wood pallets, boxes, crates, etc. leaving the CONUS and OCONUS shipping activities, destined for Europe, meet the EC Decision.
- (8) Ensure that all non-coniferous (unregulated) wood used in shipments be identified and certified as exempt from the EC Decision.
- c. Additional information can be found at the following USDA website:
<http://www.aphis.usda.gov/ppq/swp/>.

B. CUSTOMS CLEARANCE PROCESSES

1. General.
 - a. The following sections provide basic customs business process information for specific countries within the USEUCOM AOR. Because of the size of the USEUCOM AOR, not all countries have specific paragraphs in this chapter. For those not listed, contact the embassies (See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/>).
 - b. For all countries in the USUSEUCOM AOR, the shipper and/or freight forwarder is required to abide by customs guidance contained within the USEUCOM and USAREUR/USAFE/NAVEUR regulations listed above and all Operation Plans/Operation Orders.
 - c. The key for dealing with HN customs officials throughout the USEUCOM AOR is flexibility. Customs forms and procedures may change from day to day depending on the country, personalities, and the political environment. Some countries authorize their regional customs offices great autonomy. Customs procedures and forms may differ from region to region and between military installations in a country. For this reason, personnel involved with issuing customs documentation, as well as shippers and freight forwarders, must be familiar with all local customs procedures.
2. Carnet. This is an international customs document (temporary fiscal bond) and will be opened by the carrier when AE Form 302-1 is not applicable, not readily available, or not authorized. For example, if DOD cargo is transiting a country that does not recognize the AE Form 302-1, the carrier will open a carnet. It can also be used in support of non-DOD activities such as morale, welfare and recreation concerts for temporary importation of equipment. There are two types of Carnet's:
 - a. Transport Internationaux Routiers (TIR) Carnet: The TIR is built on 5 principles:
 - (1) The goods travel in approved vehicles or containers under customs seal.
 - (2) Duties and taxes are covered by international valid guarantees.
 - (3) The TIR Carnet accompanies the goods.
 - (4) The goods will not, as a general rule, be examined at customs offices in transit.
 - (5) HN customs officials govern the use of the TIR system.
 - b. Admission Temporaire/Temporary Admission (ATA) Carnet: The ATA carnet is an international customs document which is used for the temporary admission of goods for specific purposes, e.g., for displays, exhibitions, and fairs as professional equipment and as commercial samples.

3. T-1.
 - a. The T-1 is similar to the Carnet. It is used to move cargo from commercial airports and commercial seaports.
 - b. The use of the T-1 will be described later in this chapter.
4. AE FORM 302-1.
 - a. NATO SOFA (Articles XI, XII, and XIII) and the Supplementary Agreement to the NATO SOFA (Article 65), authorize the duty free import, export, and in transit movement of US Forces shipments.
 - b. Allied Movement Publication 2 (AmovP-2) states that “A Force may import free of duty its equipment as well as appropriate quantities of provisions, supplies, and other goods intended for exclusive use by the Force concerned and, if authorized by the Host Nation, also for use by the civilian component. That duty free importation is dependent on the deposit of a customs declaration (Form 302) at the customs office of the Host Nation, the reverse of the form showing the distribution list. The customs declaration must be signed by a person authorized by the Sending Nation.” However, not all NATO member countries utilize a Form 302 as its duty free customs document. For example, England has developed its own duty free customs form and system. Their system and other NATO country specifics are outlined in paragraphs later in this chapter.
 - c. The European Union (EU) has determined that all cargo destined for the sole use of US military forces, while being allowed to be imported duty free, still maintain a foreign goods status and as such must always be customs bonded when being transported within the EU and when finally exported. The only exception to this rule is that this document may not be required when goods are moved by air transport from one military base to another or are imported/exported in/from the EU directly to/from the air base. The EU Customs Code, Article 91, provides guidance governing the use of Form 302 in the EU.
 - d. NATO member countries have been given authorization to create their own version of the Form 302. As a result, each country has its own duty free form that may or may not state that it is a “Form 302”. The proponent for the US military duty free customs form is USAREUR. It developed the Army Europe (AE) Form 302-1. It is the primary document used for duty free movement of DOD cargo into, between, and out of countries within the USEUCOMAOR. The AE Form 302-1:
 - (1) Is a serial numbered, accountable form that constitutes an official certificate of import and export authorization and a customs declaration.
 - (2) Applies only to DOD shipments by and to the US Forces, their agencies, and organizations supporting the US military mission, regardless of who owns the cargo at the time.
 - (3) Will be used to clear DOD cargo through HN customs agencies and release shipments that may arrive at destinations under customs bonds.
 - (4) Will not be issued for cargo not moving within the DTS and/or not yet property of the USG.
 - (5) Can only be signed and stamped by an authorized stamp holder. Stamps can only be obtained from the USEUCOM J4 Intra Theater Commercial Transportation Branch (ICTB).

- e. The box below are the countries within the USEUCOM AOR that acknowledge AE Form 302-1:

Belgium	Italy	Luxembourg
Slovakia	Macedonia, The Former Yugoslav Republic of	Portugal
Bulgaria	Netherlands, The	Greece
Croatia	Norway	Denmark
France	Romania	Iceland
Germany	Slovenia	Poland
Hungary	Spain	Azores (Lajes Field)
Israel	Turkey	
Czech Republic	United Kingdom	

The following are standard customs procedures common to all the countries listed above for the use of AE Form 302-1. Specific country exceptions will be listed accordingly.

5. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/>.
6. Surface.
 - a. Origin.
 - (1) When DOD cargo is ready for surface shipment, the consignor or shipper will submit a written request for import and export customs declaration to the supporting Service MCT/TO or customs clearance office. The request will include the information that the customs stamp holder needs to prepare the AE Form 302-1. To maintain an audit trail, all requests will be in writing and accompanied by supporting documents (for example, purchase orders, shipping documents, waybills).
 - (2) The customs stamp holder will prepare six copies of the AE Form 302-1 from the request. A separate AE Form 302-1 will be made for each multi stop shipment and reconsignments. All entries will be made in black ink. Erasures are not allowed. If a customs form is tampered with in any manner (for example, erasures, additions), the document will be voided. The serial number of the AE 302-1 will be entered/logged into an appropriate ledger to ensure an audit trail is maintained.
 - (3) The AE Form 302-1 is stamped with the US customs stamp and signed with the payroll signature of the stamp holder.
 - (4) The AE Form 302-1 is taken to the local HN customs office to obtain their customs stamp. The HN customs office will keep the #6 (pink) copy of the AE Form 302-1 in a suspense file.
 - (5) After obtaining the HN customs stamp, the US customs clearance official files the #4 (blue) copy of the AE Form 302-1 in a suspense file with supporting documentation. NOTE: To expedite the return of AE Form 302-1 to the origin issuing office, customs stamp holders may attach to each customs form a business-size envelope with the return military address of the issuing office for movement through the Military Postal System (MPS).
 - (6) The customs stamp holder will give the remaining copies of the AE Form 302-1 to the shipper or to the mode operator. US and HN customs clearance officials usually do not have to be physically on site for cargo loading and manifest verification. However, local customs rules may require on site inspection depending on the HN. Local procedures will be followed.

- (7) Servicing MCT/TOs and customs clearance officials will ensure that cargo going to or through the CONUS has been precleared and inspected by a CBCA. If an inspection is not made when the shipment is offered for movement, the MCT/TO will inform the shipper of the requirement and explain how to contact a US military customs official. Shipments transiting through and terminating in the CONUS will not be processed until this issue is resolved.
 - (8) When shipping by rail, customs documents will be given to the stationmaster at the origin railhead. The carrier will be told to deliver the customs documents to traffic management officials at the destination railhead.
- b. Destination:
- (1) The destination MCT/TO or consignee will:
 - (a) Sign for receipt on all copies of AE Form 302-1. Verify that the goods listed on AE Form 302-1 were or were not received in the quantities indicated.
 - (b) Note discrepancies between copy 1 of the AE Form 302-1 and the actual shipment received on all copies of AE Form 302-1.
 - (c) Ensure that all customs documents are taken to the local HN customs office. The destination HN custom office personnel will stamp and sign the back of all copies. The destination HN customs office will keep the #2 copy (green) and #3 copy of the AE Form 302-1. The destination HN customs office is responsible for sending the #2 copy (green) of AE Form 302-1 to the origin HN customs office. If no HN customs office is available in the local area, the MCT/TO or consignee will annotate a statement to that effect on the AE Form 302-1.
 - (d) Keep the #5 copy of the AE Form 302-1 on file.
 - (e) Send the #1 copy (original, white) of the AE Form 302-1 back to the issuing customs stamp office not later than three working days after the consignee's signature of receipt. The use of the MPS is encouraged.
 - (2) When a shipment arrives without the original AE Form 302-1, the destination MCT/TO or consignee will:
 - (a) Send a statement to the origin stamp holder certifying the date of arrival, description, weight, and the serial number of the AE Form 302-1 obtained from the movement documents. If the origin customs clearance office is unknown, the traffic manager or consignee will send a statement to the office that initiated the shipment. That office will send the statement to the origin customs clearance office. The issuing customs clearance official will compare this information for accuracy with their file copy. The consignee's statement will be accepted in place of a lost original customs document.
 - (b) Notify the local HN customs office.
 - (3) If cargo is rejected at the destination, the Service traffic manager or consignee will annotate on the AE Form 302-1 the following statement: "Cargo received on (date) and rejected by consignee. Local Host Nation officials have been notified." Customs paperwork will then be sent back to the origin customs clearance office.

c. Closing the Loop:

- (1) When copy #1 (white) of AE Form 302-1 arrives back at the origin stamp office, properly receipted from the destination stamp holder or consignee and destination HN customs office, the customs clearance official will:
 - (a) Reconcile copy #1 (white) with suspense copy #4 (blue) for changes.
 - (b) File the original with other documents supporting the transaction when no changes have been made.
 - (c) Find out from the destination Service traffic manager or consignee the reasons for any changes made.
 - (d) Refer apparent fraud to the appropriate US Forces police authorities for investigation.
- (2) Upon receipt of the #2 copy (green) from the destination HN customs office, the origin HN customs office will reconcile it with their suspense copy, copy #6 (pink) and close out the customs documentation. If necessary, HN customs officials will request tracer action on AE Form 302-1 discrepancies from the USEUCOM J4 ICTB.

7. Air.

- a. Military Import. DOD cargo arriving at military APODs in NATO countries from the CONUS or other USEUCOM APOEs on military or contracted aircraft may not require an AE Form 302-1 to be initiated for onward movement if the cargo remains in that particular country. Non-NATO countries may require customs documentation.
- b. Military Export. Cargo arriving at a military APOE requiring onward movement to or through the CONUS must be USDA precleared by a CBCA. If not, the cargo will be returned to shipper at the shipper's expense.
- c. Commercial Import.
 - (1) DOD cargo arriving at a commercial airport by commercial carriers may be moved in one of two ways:
 - (a) Using AE Form 302-1. The procedures for moving cargo using this method are as follows:
 - 1 The carrier must send a request (with the necessary cargo information) for the issue of an AE Form 302-1 to the Service traffic management or customs clearance office in the geographic area in which the consignee is located.
 - 2 The servicing MCT/TO will prepare AE Form 302-1, keep one copy of AE Form 302-1 in a suspense file, and mail the documents to the carrier.
 - 3 The carrier will present the AE Form 302-1 to the HN airport customs office for stamping and signature. The HN airport customs office will keep one copy of AE Form 302-1 for its files and return the remaining copies to the carrier.
 - 4 The carrier will deliver the cargo to its destination. The carrier is responsible for obtaining the consignee's signature on the AE Form 302-1 and for returning all copies to the origin customs clearance official. The consignee will keep one copy of the AE Form 302-1. If the destination HN customs offices sign and stamp the back of the AE Form 302-1, they will keep a copy for their files and send the #2 copy (green) back to the origin HN customs office.

- 5 The origin customs stamp holder will reconcile the returned copy with the suspense copy of AE Form 302-1 and take necessary action if there are discrepancies. The returned copy and the suspense copy of the AE Form 302-1 will be filed with the requesting documentation. Any remaining copies will be destroyed.
 - (b) Using EU Form T-1 (Commercial European Union (EU) Customs Bond Form). The EU Form T-1 will be used if the AE Form 302-1 cannot be obtained for securing the timely release of air cargo. The procedures for moving cargo using this method are as follows:
 - 1 The carrier's customs representative at the air gateway will prepare the EU Form T-1.
 - 2 The carrier must go to the MCT/TO or central customs clearance office before delivery and obtain an AE Form 302-1.
- (2) The MCT/TO or customs clearance office will:
 - (a) Prepare an AE Form 302-1 using information from the Form T-1.
 - (b) Keep a copy of the EU Form T-1 and one copy of the AE Form 302-1 in a suspense file and return the remaining copies to the carrier.
- (3) The carrier will present the EU Form T-1 and AE Form 302-1 to the HN airport customs office for stamping and signature. The HN airport customs office will keep one copy of AE Form 302-1 for its files and return the remaining copies to the carrier. The carrier will forward the remaining copies to the origin Service traffic management and customs clearance office.
- (4) The origin customs stamp holder will reconcile the returned copy with the suspense copy of AE Form 302-1 and take necessary action if discrepancies are found. The returned copy and the suspense copy of AE Form 302-1 will be filed with the requesting documentation. Any remaining copies will be destroyed.

NOTE: Some countries authorize stamping, signing, and certifying the back of the EU Form T-1 to show that the cargo is a US military, duty-free shipment (see specific country paragraphs).

d. Commercial Export.

- (1) Servicing MCT/TO and customs clearance officials will:
 - (a) Initiate an AE Form 302-1 for DOD cargo departing the USEUCOM AOR through commercial airports.
 - (b) Ensure that cargo requiring onward movement to or through the CONUS has been USDA precleared and inspected by a CBCA.
- (2) Cargo arriving at a commercial airport without an accompanying AE Form 302-1 will not be cleared by HN airport customs officials. This cargo may be put in bond or returned to the shipper at the shipper's expense.

8. Sea.

a. Import.

- (1) DOD cargo arriving at a commercial seaport by commercial carriers may be moved in one of two ways:
 - (a) Using AE Form 302-1. The procedures for moving cargo using this method are as follows:
 - 1 The carrier is responsible for the clearance of the cargo through customs. The carrier will forward the GBL and cargo manifest to the US military customs clearance office at the SPOD for issuance of AE Form 302-1.
 - 2 Customs clearance officials will prepare an AE Form 302-1, keep one copy of the AE Form 302-1, and return remaining copies to the carrier.
 - 3 The carrier will present the AE Form 302-1 to the HN seaport customs office for stamping and signature. The HN seaport customs office will keep one copy of AE Form 302-1 for its files and return the remaining copies to the carrier. Port of Debarkation (POD) authorities may inspect and reseal the shipment or may just verify that the seals are still intact. POD authorities will seal the shipment if it has not been sealed.
 - 4 A separate AE Form 302-1 will be prepared for each leg of a multi shop container.
 - 5 The carrier will deliver the cargo to its destination. Destination HN customs officials may break the seals and verify the authenticity of the shipment. The carrier is responsible for obtaining the consignee's signature on the AE Form 302-1 and for returning all copies to the origin customs clearance office at the SPOD. Consignees will keep one copy of the AE Form 302-1. If the destination HN customs offices sign and stamp the back of the AE Form 302-1, they will keep a copy for their files and send the #2 copy (green) back to the origin HN customs office.
 - 6 The origin customs stamp holder will reconcile the returned copy with the suspense copy of AE Form 55-355 and take necessary action if discrepancies are found. The returned copy and the suspense copy of the AE Form 302-1 will be filed with requesting documentation. Any remaining copies will be destroyed.
 - (b) Use of EU Form T-1.
 - 1 The commercial carrier's customs representative at the seaport will prepare the EU Form T-1.
 - 2 The carrier will go to the MCT/TO or central customs clearance office before delivery and obtain AE Form 302-1.
 - 3 The MCT/TO or customs clearance office will:
 - a. Prepare an AE Form 302-1 using information from the EU Form T-1.
 - b. Keep a copy of the EU Form T-1 and one copy of AE Form 302-1 in a suspense file and give the remaining copies back to the carrier.
- (2) The carrier will present the EU Form T-1 and AE Form 302-1 to the HN seaport customs office for stamping and signature. The HN seaport customs office will keep

one copy of the AE Form 302-1 for its files and return the remaining copies to the carrier. The carrier will forward the remaining copies to the origin customs clearance office.

- (3) The origin customs stamp holder will reconcile the returned copy with the suspense copy of AE Form 302-1 and take necessary action if discrepancies are found. The returned copy and the suspense copy of AE Form 302-1 will be filed with requesting documentation. Any remaining copies will be destroyed.

NOTE: Some countries authorize stamping, signing, and certifying the back of the EU Form T-1 to show that the cargo is a US military, duty-free shipment.

b. Export.

- (1) Servicing MCT/TO and customs clearance officials will:
 - (a) Initiate an AE Form 302-1 for any DOD cargo departing the USEUCOM AOR by sea.
 - (b) Ensure that cargo requiring onward movement to or through the CONUS has been USDA precleared and inspected by a CBCA.
- (2) Cargo arriving at a commercial seaport without AE Form 302-1 will not be cleared by HN seaport customs officials. The cargo may be put into bond or returned to the shipper at the shipper's expense.

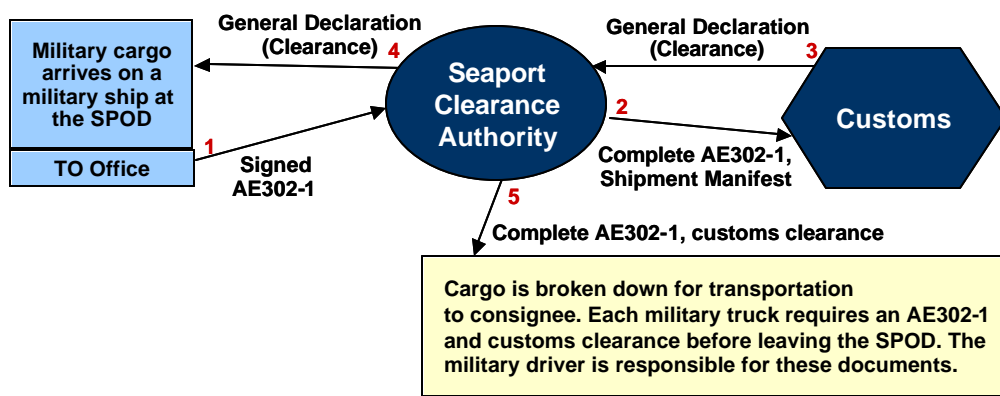


Figure 510-3. Military Cargo Arriving on a Military Ship at a Commercial Seaport Using Military Assets for Onward Movement

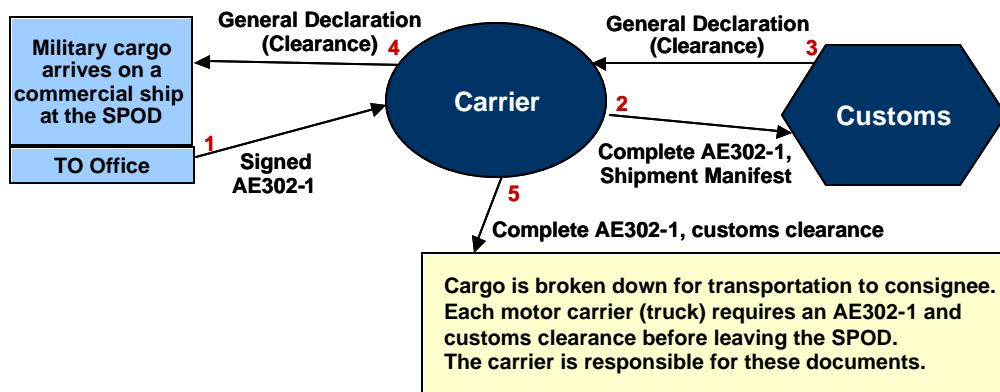


Figure 510-4. Military Cargo Arriving on a Commercial Ship to a Commercial Seaport Using a Commercial Carrier for Onward Movement.

C. AZORES (LAJES FIELD)

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/po.htm>
2. Surface. No country specific details.
3. Air. The following sections describe the different processes for air shipments arriving/departing Lajes Field, Azores:
 - a. All cargo going through Lajes Field via military or commercial air, imports and exports must be cleared through the Portuguese Customs House using a Lajes Form AE302. The only personnel authorized to prepare the Lajes Form AE302 are the TO Customs Technician and the TO Alternate Customs Technician who are delegated in writing by the Commander, US Forces Azores (COMUSFORAZ). Based on political sensitivities in the Azores, the Customs Technicians will be assigned to the TO with staff oversight by the USFORAZ/J-4.
 - b. Custom emolument fees are charged for each Lajes Field Form AE302. The 65th Logistics Readiness Squadron pays these fees to the Portuguese Customs House using local Operations and Maintenance funds.
 - c. All cargo received from another military installation in the European theater on a commercial aircraft or vessel is required to have an AE302 or T-1. If cargo is received without one of these two forms, Portuguese Customs will seize the cargo and a daily storage charge will apply.
 - d. On cargo received from other than the European theater, cargo must be listed on a manifest. The local TO will prepare the Lajes Form AE302 and forward it to the Portuguese Customs House.
 - e. In the event cargo is received via air shipment without proper documentation, the local Air Mobility Squadron (AMS) will immediately contact the carrier and Customs Technician to resolve the situation.

Air Shipments

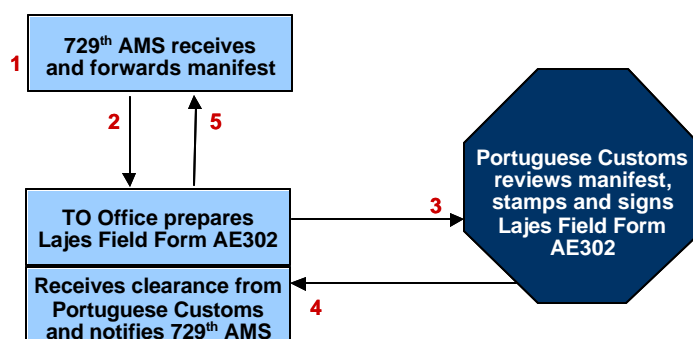


Figure 510-5. Import/Export of Air Shipments from Lajes Field, Azores.

Commercial Airport Import

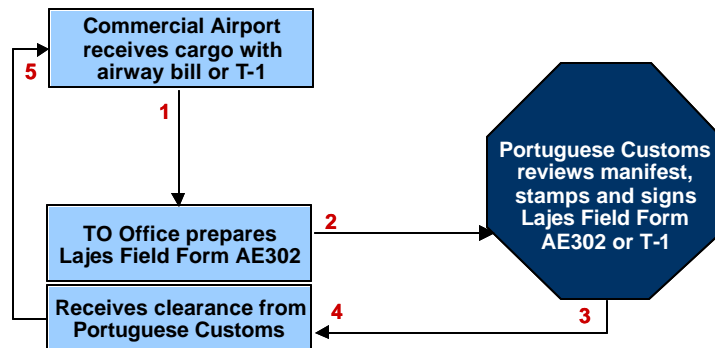


Figure 510-6. Military Cargo Imported Using Commercial Air (Lajes)

Commercial Airport Export

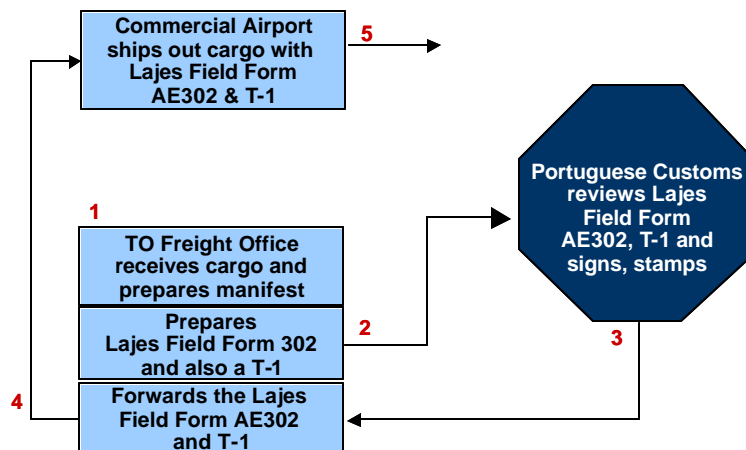


Figure 510-7. Military Cargo Exported Using Commercial Air

4. Sea: The following sections describe the different processes for ocean vessel shipments arriving/departing the Azores.
 - a. In the event ocean vessel shipments are held up due to lack of proper documentation at the port of origin (Lisbon, for example), the local MTMC port authority will immediately initiate action with the carrier, their higher HQ, and the TO Customs Technician to resolve the issues.

Commercial Sea Port Export

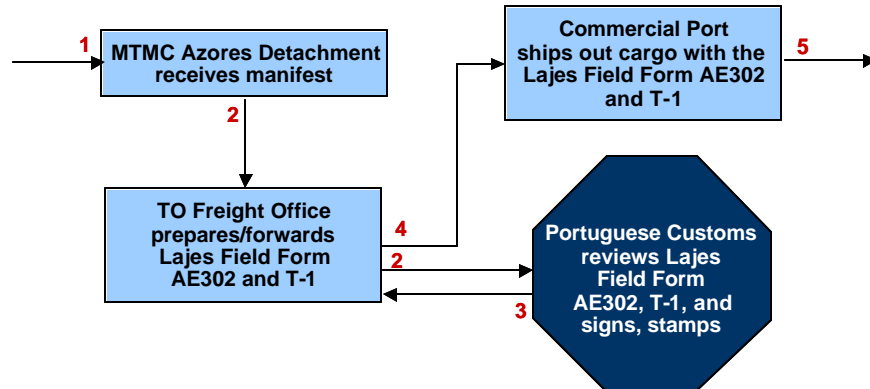


Figure 510-8. Military Cargo Imported Using a Commercial Ocean Vessel

Arrives at the Commercial Port Import

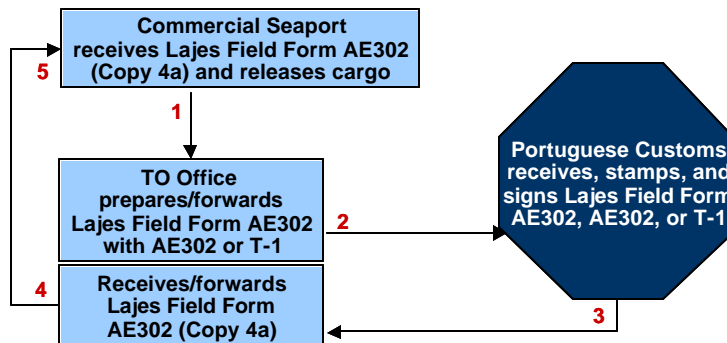


Figure 510-9. Military Cargo Exported Using a Commercial Ocean Vessel (Lajes)

Military Import/Export

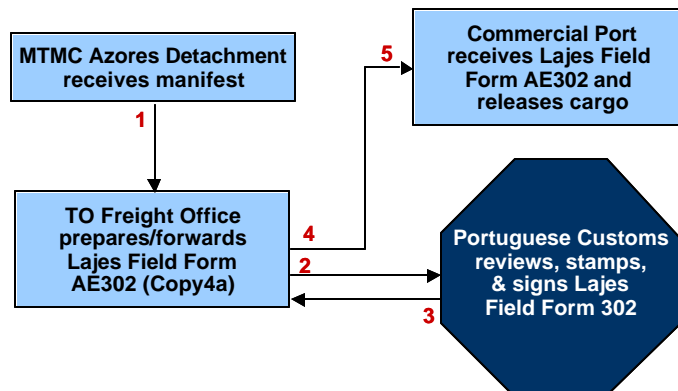


Figure 510-10. Military Cargo Import/Export Using a Military Vessel (Lajes)

D. BELGIUM

1. Passengers: See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/be.htm>.
2. Surface. No country specific details.
3. Air. No country specific details.
4. Sea. MTMC, 838th Transportation Battalion will provide the carrier with a Master-document to custom clear all cargo from ship onto the quay. This document provides the Belgian Customs with number of containers or cargo to be discharged from vessel.
 - a. MTMC, 838th Transportation Battalion prepares AE Forms 302-1 for each military shipment arriving into Belgium based on the ocean cargo manifest received from the POE. These AE Forms will be presented to the commercial carrier, who must custom clear each shipment at Belgium Customs. This document must accompany the cargo to final destination. The original and Copy 2 must be custom cleared at local Customs at final destination and to be returned to 838th Transportation Battalion who will provide the Belgium Customs at Brussels Copy 2 to prove that cargo has arrived and was custom cleared at the final destination.

E. BOSNIA-HERZEGOVINA AND CROATIA

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/bk.htm>.
2. Surface.
 - a. "B" and "C" Forms are the sole customs documents used for the customs bonded transportation and final duty free importation in Bosnia-Herzegovina and Croatia of cargo destined for or in support of the Bosnian Peace Agreement Stabilization Force (SFOR). The "B" Form will be used for all rail movements while the "C" Form will be used for all military and commercial highway movements. Procedures for preparing "B" and "C" forms are contained in SFOR Customs Guide and Standard Operating Procedures (SOPs) 8014, Theater Financial Controller Standard Operating Procedure for the Control and Sale of Duty-Free Goods and 8015, Theater Financial Controller Standard Operating Procedure for Freedom of Movement of Duty-Free Goods. These documents can be found in the "A to Z" index on the 1st Transportation Movement Control Agency web page, http://www.21tsc.army.mil/1_tmca.
 - b. The "C" Form must accompany cargo shipments arriving at a Bosnian and Croatian border crossings. The "C" form will be issued at origin by the cognizant SFOR-appointed Customs Clearance Officer. For cargo arriving by rail, the "B" Form will be provided at origin by the cognizant SFOR-appointed Customs Clearance Officer to the origin rail officials together with other rail transportation documents.
 - c. The normal procedure for importing SFOR cargo into Bosnia and Croatia, when entering/exiting at highway or rail border crossing points is for the SFOR Customs Office in Zagreb to fax a copy of page 1 (of the "B" or "C" Form) directly to the SFOR Customs Office no later than 1600 hours the day prior to the arrival of the shipment at the border crossing point. SFOR Customs will use this copy to inform the HN of impending shipments and to verify all shipments entering theater. The driver/rail personnel will present page 2 of the "C" or "B" Form to the Bosnian or Croatian Customs at the enter/exit crossing point.
3. Air. No country specific details.
4. Sea. No country specific details.

F. BULGARIA

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/bu.htm>
2. Surface. For cargo transiting Bulgaria via surface transportation, (rail and highway) the mode operator must present a copy of the AE Form 302-1 prepared at origin. The Bulgarian border officials will stamp the form at entry and exit but do not keep a copy.
3. Air. No country specific details.
4. Sea. No country specific details.

G. FRANCE

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/fr.htm>.
2. Surface. Surface Shipments. For all inland military or commercial surface transportation, the consignor will prepare an AE Form 302-1 and provide the completed form to the carrier/driver. After shipment delivery, the consignee will clear the cargo and the AE Form 302-1 with Customs at origin and French Customs.
3. Air Shipments. Shipments by commercial carriers are cleared on the European Economic Community Form T-1, Temporary Customs Declaration IAW French agreements with each carrier. The cargo consignee will clear cargo and the T-1 using the AE Form 302-1. The cargo consignee originating the AE Form 302-1 ensures closure of the AE Form 302-1 with French customs.
4. Sea. Selected MTMC water terminals located in the USEUCOM AOR are the functional experts in clearing cargo into and out of French water ports. The 838th Transportation Battalion in the Netherlands provides AE Form 302-1 customs processing support for water ports on the Atlantic Coast. The 839th Transportation Battalion in Italy provides AE Form 302-1 customs processing support for water ports on the Mediterranean Coast.

H. GERMANY

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/gm.htm>.
2. Cargo.
 - a. Introduction: Throughout Germany and normally collocated with military installations there are appointed US Customs clearance officers (TOs). The purpose of these clearance authorities is to clear customs of USG property for military installations and property of Civilian Organizations. Civilian Components are organizations listed in attachments to the Supplementary Agreement to the SOFA, which receive the same privileges as military organizations. Lists of Civilian Component organizations can be obtained from the US Embassy Berlin, Office of Defense Cooperation. These organizations are also published in the German Customs law. One of the main privileges of the US Forces and their Civilian Components in Germany is tax exemption for their property. Civilian Components are often mixed with civilian contractors. Civilian contractors and their property are not tax exempt unless they are also a recognized Civilian Component. Shipments of Civilian contractors therefore cannot be cleared as described below. Civilian contractors can use the temporary importation process, if they know that the property will be turned over to the USG on a later date, or until their contract expires. Using the temporary importation process, the carrier will transport cargo using the T-1. The U.S. Forces will close out the T-1 with an AE Form 302-1, once the cargo becomes the property of the US Forces. Exemption: Property that is leased and for exclusive use by military organizations and/or Civilian Components, will also be treated like Government property.

- b. Air Shipments. For all military cargo shipped on military aircraft destined to Rhein Main and/or Ramstein Air Base (AB), customs documents are normally not required, since German Customs is not present. German Customs performs only periodic spot checks to see if the DTS complies with the provisions of the German Supplementary Agreement to the SOFA and to the provisions of the SOFA. MILAIR delivering cargo to other than the aforementioned airfields may require an AE Form 302-1 to clear customs. The same is true for US Military contractor cargo shipped on an AMC carrier. Shipments moved by commercial carriers are cleared on either AE Form 302-1 or on the T-1.
- c. Documentation. For commercial air shipments into Germany, there is normally no US military custom clearance officer located at the gateway. Therefore, the carrier has two options:
 - (1) The carrier sends a request to the customs clearance office responsible for the geographical area where the consignee is located for issuance of an AE Form 302-1. Upon receipt of the AE Form 302-1, the carrier presents the form to the airport customs office for stamping and signature. The carrier then delivers to destination. The carrier ensures the AE Form 302-1 is signed and returns all copies to the origin customs office. The origin customs office will make distribution of the copies.
 - (2) The carrier may declare distribution of goods using the T-1 document. (However, this is the least preferred method of delivery and is highly discouraged because of problems encountered by the carriers and customs clearance offices with HN customs officials.) The carrier can deliver the goods to the consignee and then go to the appropriate customs clearance office (USAFE TO, USAREUR Battalion Movement Control Team to present the T-1 and receive the AE Form 302-1 or go directly to the customs clearance office, present the T-1, receive the AE Form 302-1, and then deliver to the consignee. Upon completion of either option, the carrier returns the documents to the origin gateway customs office. Shipments arriving at Frankfurt International Airport (i.e., FEDEX or DHL) may be cleared with the assistance of the Rhein Main TO provided the cargo can be clearly identified as USG property.
- d. Ocean Vessel Shipments. German Customs requires military cargo shipped on a military or commercial ship or surface carrier to clear customs. The customs clearance is performed based on the military manifest or a copy of a military purchase contract bearing the military final address together with a CBL, should the shipment be imported outside of the DTS. This practice guarantees that the end user is a military organization and not a commercial vendor.
 - (1) Documentation.
 - (a) Documentation for Cargo Entering the Customs Free Port of Bremerhaven. For cargo entering the Customs Free Port of Bremerhaven, the MTMC terminal prepares AE Form 302-1 based on the Ocean Cargo Manifest information relevant to shipment. In the event that a carrier requests an AE Form 302-1 for cargo being shipped outside the DTS, the carrier has to present a CBL with a copy of the Military Purchase Order having the final military consignment address on the documents indicating that the cargo is for military use only. The carrier of the surface conveyance must clear the cargo at the customs border upon leaving the port area with an AE Form 302-1 covering the amount of cargo on conveyance to set cargo free of importation taxes and duties. The receiving military activity signs for receipt on AE Form 302-1 and clears the original and copy 2 (green copy) with local customs of their AOR and sends the original copy back to the MTMC terminal. The Customs Office of the receiving activity then forwards the green copy by internal duty mail to the originating Port Customs Office as proof that the

cargo arrived in good order and with correct amount and weight data at the military consignment activity

- (b) Documentation for Cargo Entering other German Ports (to include the ammunition port of Nordenham). The MTMC terminal prepares an AE Form 302-1 based on the Ocean Cargo Manifest information relevant to shipment 48 hours before the vessel enters German Territorial Waters. In the event that a carrier requests an AE Form 302-1 for cargo being shipped outside the DTS, the carrier has to present a CBL with a copy of the Military Purchase Order having the final military consignment address on the documents indicating that the cargo is for military use only. The carrier of the surface conveyance receives a copy of the issued AE Form 302-1 upon leaving the port as proof that cargo was set free of importation taxes and duties.

The utilization of a T-1 in lieu of an AE Form 302-1 is highly discouraged. It does not free cargo from EU importation taxes and fees, but shifts the customs clearance responsibility from the sender to the receiver who has to present the cargo to the Local Customs Office of the receiving activity within 36 hours upon receipt. This means the receiving activity is not allowed to take possession of the cargo before the Customs Officer has given the permission to do so. An AE Form 302-1 must then to be issued to free the cargo of importation tax and value added tax.

I. GREENLAND

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/gl.htm>.
2. Surface. No country specific details.
3. Air. No country specific details.
4. Sea. No country specific details.

J. HUNGARY

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/hu.htm>.
2. Surface.
 - a. For cargo transiting Hungary via surface transportation, the mode operator must present a copy of the AE Form 302-1 prepared at origin. The Hungarian border officials will stamp the form at entry and exit but do not keep a copy.
 - b. For cargo terminating in Hungary, the origin AE Form 302-1 stamp holder must also complete a Hungarian NATO/PfP tagallam Fegyverese Eroi (Defences Forces of NATO/PfP Member) form. The AE 302-1 stamp number and the signature on the NATO/PfP form must be the same as the AE 302-1. This requirement is primarily for Field Training Exercises, but has, on occasion, been applied for other terminating cargo.
3. Air. No country specific details.
4. Sea. No country specific details.

K. ICELAND

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/ic.htm>.
2. Surface. Overland carrier shipments are not applicable to Iceland.
3. Air. All cargo entering/leaving Iceland through US Naval Air Station Keflavik must be cleared through the Icelandic Customs authorities (except for shipments by military air). Icelandic

Custom Clearance Form E-1 is used for import and Form E-8 is used for export and are provided by the Icelandic State Customs Officer.

- a. Cargo arriving in Iceland via military air is exempt from Customs processing. Cargo being exported via military air is exempt from Customs processing.
- b. Cargo arriving Iceland via commercial air must be cleared on Form E-1. The carrier is responsible for forwarding the airway bill to the Supply Department Transportation Branch. The Supply Department Transportation Branch prepares the CF E-1, stamps and signs it, then forwards it to Icelandic Customs. Icelandic Customs reviews, signs, and stamps the form and forwards a release authorization (a waiver) to the carrier. The carrier releases the cargo and the truck driver presents the release authorization to the Customs agent located outside the gate to the base. The Icelandic Customs agent stamps and signs the waiver completing the Customs process.
- c. When cargo is exported by commercial air, the shipper brings the shipping documents to the Supply Department Transportation Branch, who prepares an Icelandic CF 15. The shipper takes the form and cargo to the Icelandic Customs office outside the base gate where it is stamped. The cargo is delivered to the commercial air carrier who signs for (accepts) the goods and prepares the airway bill and CF E-8. Icelandic Customs authorizes the movement of the cargo.

4. Sea.

- a. For cargo arriving via military-contracted ship from the US, the carrier forwards a carrier's notification and CF E-1 to the Supply Department Transportation Branch. The Supply Department Transportation Branch stamps and signs the E-1 and sends it along with the military manifest to the carrier. The carrier sends the military manifest, carrier's notification, and completed E-1 to Icelandic Customs. Icelandic Customs provides a cargo release authorization back to the carrier.
- b. For cargo arriving via military-contracted ship from other than the US, the Supply Department Transportation Branch prepares CF E-1 and sends it with the military manifest and carrier's notification to Icelandic Customs. Customs provides a cargo release authorization back to the Supply Department Transportation Branch who forwards it to the carrier. The carrier obtains final release approval from the Customs Office outside the base prior to delivery of the cargo.
- c. For cargo being exported to the US via military-contracted ship, the carrier prepares an E-1 and forwards it to the Supply Department Transportation Branch. The Transportation Branch stamps and signs the form and returns it, along with a military manifest, to the carrier. The carrier sends the E-1 and military manifest to Icelandic Customs who stamps and signs the form, clearing the cargo for export.
- d. For cargo being exported to the US via military-contracted ship, the carrier prepares an E-8 and forwards it to the Supply Department Transportation Branch. The Transportation Branch signs and stamps the E-8 and also provides the carrier with a military manifest. The carrier sends the signed E-8 and military manifest to the Customs Office who completes the E-8 and clears the cargo for export.

5. Personnel Property.

- a. For POVs being imported from the US via military-contracted ship, the carrier sends the carrier's notification and CF E-1 to the Supply Department Transportation Branch. The POV office prepares a license plate request form and sends it to the Transportation Branch. The Transportation Branch prepares an IDF Form 4610.1 and sends it, along with the signed E-1

and IDF 4610.1 to the Defence Council Office. The Defence Council Office prepares an import POV authorization and sends the signed, stamped form to the carrier. The carrier forwards all the completed documents (license plate authorization, military manifest, carrier's notification, IDF 4610.1, and E-1) to the Customs Office. Upon approval, the Customs Office forwards a release authorization to the carrier.

- b. For POVs being imported from other than the US via military-contracted ship, the POV Office prepares a request for license plate form and forwards to the Transportation Branch. The Transportation Branch prepares the E-1, and IDF 4610.1 and forwards the signed forms along with the request for license plate form to the Defence Council Office. The Defence Council Office prepares the authorization to import a POV and forwards it to the Transportation Branch. The Transportation Branch sends the military manifest, license plate authorization, carrier's notification, IDF 4610.1, and E-1 to the Customs Office. Customs provides a cargo release authorization to the carrier. Final approval is issued to the carrier at the Customs Office outside the base prior to delivery of the vehicle.

L. ISRAEL

1. General. The current customs procedures in Israel for clearing US Forces cargo are a combination of using Israel Ministry of Defense (MOD), US State Department (Diplomatic) and commercial clearances. The method of customs clearance depends on the type and consignee of the cargo. No customs clearance of any cargo may be accomplished prior to arrival of cargo in country and all clearances will be accomplished by the responsible activities.
2. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/is.htm>.
3. Surface.
 - a. All cargo for the Multi-National Forces and Observers (MFO) in the Sinai Desert, Egypt, is overland shipped through Israel. The MFO have an office in Israel, which handles custom clearances. Notifications on the arrival of MFO cargo via DOD air or sea are given to MFO Israel by the TO. Under an agreement between the MFO and Israeli Customs, cargo shipments are basically treated as "in transit" over the border with Egypt. The MFO has resident Egyptian Customs Officers present at their North Camp who take care of Egyptian custom clearance procedures for cargo arriving for the MFO Sinai Desert.
 - b. The shipping companies move in transit and under bond cargo traveling to other adjacent countries transiting Israel air/water ports. This is normally done through the use of SEAVANs. Customs clearance for all other types of overland cargo movements are handled by the TO as in transit in conjunction with the consignee and the customs requirements of the country involved (i.e., Jordan).
4. Air.
 - a. All cargo to/from DOD activities with facilities located within Israel and DOD cargo to/from testing and special trials under the SOFA are cleared by the TO, Operating Location OL-A, 16th Air Force Israel with the Israel MOD.
 - b. All shipments must be consigned to the TO or MFO, under no circumstances should the "American Embassy" be shown in the address elements of the BL. All shipments, including those shipments arriving by courier service (excluding documents), require customs clearance by the TO.
 - c. Cargo to/from the Israel MOD owned contractors and Israel FMS shipments are customs cleared by the MOD. The TO will conduct liaison with the MOD on all shipments through the DOD for such activities.

- d. The TO notifies and liaisons on custom clearances on all cargo moving to/from/ within the DTS for all non-MOD contractors. Cargo that arrives for contractors in Israel normally consists of USG Furnished Material/Equipment. Israeli Customs will only permit the contractor, through a freight forwarder, to clear the shipment through customs. This is normally accomplished under a Bond or Bank Guarantee for the total value of the cargo shipment. The contractor is responsible for proving to customs that the cargo items were subsequently re-exported out of Israel. The contractor becomes liable to Israeli Customs for the duty and Value Added Tax on the value of any cargo items lost or stolen while in the contractor's custody. Contractors are responsible for obtaining any required Government of Israel Export License for military cargo that is being exported. Contractors are required to notify customs in advance of all details of the contract(s) they hold and include the identification and value of items to be exported. A type of bank deposit/undertaking is also lodged with Israeli Customs. On shipments made through the DTS, contractors are required to clear their cargo through customs utilizing their own freight forwarder or provide all of the necessary documents, invoices, and permits to the TO's freight forwarder for customs clearance.
 - e. Cargo arriving/departing on joint exercises at MOD/Israel Defense Forces (IDF) facilities are customs cleared, if required, by the Israel MOD/IDF in conjunction with Israel Custom Laws. Cargo arriving/departing the US Navy's 6th Fleet and/or visiting US Naval vessels that require cargo movement to/from aircraft is treated as in-transit cargo under the bond of the 6th Fleet's husbanding agent.
5. Sea. Customs processing of ocean vessel shipments are handled exactly the same as air shipments.

M. ITALY

- 1. General.
 - a. As a general rule, customs clearance of DOD cargo in Italy follows the guidance outlined in the Belgium, Netherlands, and German paragraphs above. However, there are some unique differences in Italy and those are listed below. The Italian Ministry of Finance has given broad guidance to local customs offices in each region. Each office has autonomy and exercises it. There are different procedures for each base, post, camp, and station in Italy. The Army has the responsibility for Vicenza in Northern Italy and at Camp Darby near Pisa. The Air Force handles Aviano AB in Northern Italy. The Naples Navy office is the coordinator for Southern Italy. The Naples office is also responsible for resolving all customs problems and open AE Form 302-1 discrepancies for Italy IAW the Italian Ministry of Finance Circular, DIV II Prot. 8135. Both Naples and Camp Darby offices have customs brokers as part of a transportation contract to process customs documents, resolve discrepancies, and handle unique situations.
 - b. Emergency procedures exist to export and import material with a declaration of the emergency. Required customs clearance paperwork will be processed the next business day. Customs clearance material for Navy ships (in non-Naval Support Activity ports) should be delivered in a free-on-board status. This means carrier must pay for all transit bonds and export fees. If transported, under the Navy transportation contract, customs clearance is part of the contract. Custom brokerage services can also be arranged through the Navy husbanding agent contract.
- 2. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/it.htm>.

3. Surface.

- a. Currently, the Italian authorities have approved a process that is called “simplified procedures.” These simplified procedures have been implemented only in various locations and allow for customs processing of import/export cargo directly by an appointed USG representative at the user activity after a one or two hour (depending on the location), waiting time. It is the responsibilities of the authorized simplified procedure user activity to ensure at all times that the customs declarations are truthful at origin and at destination.
 - (1) At origin, pre-stamped and pre-signed AE Forms 302-1 are logged and endorsed by the cognizant local Customs Office and when utilized by the user, must be registered in the above mentioned log no later than the next working day.
 - (2) At destination, the appointed USG representative is authorized to customs clear cargo and must register the destination customs process at the cognizant local Customs Office by no later than the next working day. At all times the cognizant local customs office must be advised by the user activity that import/export cargo will be processed after the one or two hour waiting time which is the time afforded to them to come and inspect paperwork and the cargo, if deemed necessary.
- b. Some commercial carriers have operations at certain civilian ports, and the local Customs Officials there will clear the shipments with the commercial carriers using these pre-signed and pre-stamped AE Forms 302-1.
- c. Under simplified procedures, central delivery points are designated to receive material. The receiving point notifies the military customs office that a shipment has arrived and certifies that all material is government official. The military customs office logs all receipts in a customs ledger and notifies the Italian Ministry of Finance customs office that it has two hours (may be longer in other areas) to decide if material will be inspected.
 - (1) If no inspection is to be performed, the receiving point can distribute the material. AE Form 55-355 is prepared for each T-1 and all AE Forms 302-1 and T-1s are taken to customs the next workday for closure.
 - (2) If an inspection is requested, the Italian customs office will be brought to view the shipment, seal it, (or inspect the seal that is already on it) and stamp and sign the customs form. This is done at every Customs Office checkpoint, at the origin (if originating in the EU) at the POD, and at the destination. The POD authorities may inspect and re-seal the shipment, or may just verify that the seals are still intact. They will seal the shipment if it has not been previously sealed (as in the case of shipments coming from non-EU countries, such as from the US).

4. Air.

- a. Aviano.
 - (1) For all air shipments, military and contractor, that arrive on military or contracted aircraft that fly in directly to Aviano Air Base, no customs clearing is necessary and no forms are used.
 - (2) For all air shipments (military or contractor) that come into a civilian airport, customs clearance is necessary. Depending on the situation, either an AE Form 55-355 or T-1 is used.
 - (a) An AE Form 302-1 is used if it is a carrier and airport where simplified procedures are authorized to be used. The AE Form 302-1 is also used if simplified procedures are not authorized and the carrier does not want to issue a T-1. In these

cases, the destination US Military customs officials must issue AE Form 55-355 and hand-carry it to the airport customs officials, as well as go through the more time consuming and labor intensive “normal” customs processes.

- (b) A T-1 is used for those shipments coming into a civilian airport where the simplified procedures are not authorized or have yet to be implemented with that carrier at that location. The shipment is later certified by the destination US Military Customs office by issuing an AE Form 302-1.

(3) Navy:

- (a) Commercial flights that fly directly into Naples utilize the AE Form 302-1 for onward movement.
- (b) For commercial flights that bring military mail into Italy, the Italian Ministry of Finance has authorized the use of the International Form AV-7 in lieu of AE Form 302-1. Most carriers do not fly directly into Naples. The Navy has instructed carriers to issue a T-1 for transit by truck. AE Form 302-1 clears the T-1 under the simplified procedures and the military customs office returns the stub from the T-1 so that the carrier can get their bond back from the originating customs house quickly.

5. Sea.

- a. Simplified procedures are an option by sea in Naples.
- b. Commercial Sea Receipts: The military customs office prepares the AE Form 302-1 based on the ship manifest in advance of ship arrival and delivers the AE Form 302-1 to the Sea POD so that all cargo can be cleared upon cargo discharge. Personal property, such as HHG, is imported with a declaration certificate while automobiles are imported with an AE Form 302-1.

N. MACEDONIA, THE FORMER YUGOSLAV REPUBLIC OF (FYROM)

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/mk.htm>
2. Surface.
 - a. For cargo transiting FYROM via surface transportation, (rail and highway) the origin AE Form 302-1 stamp holder must fax a copy of the transportation documentation (freight warrant, AE Form 302-1, packing list, rail manifest or DD Form 1384, Transportation Control and Movement Document (TCMD) to the MCT in Camp Able Sentry (CAS) 24 hours prior to the cargo arrival at the border crossing point. All relevant movement data must be faxed or submitted by electronic mail (e-mail) to the CAS MCT.
 - b. The MCT will transfer the details onto the controlled NATO/KFOR Customs Import/Export/Transit Certificate (Kosovo Forces (KFOR) Customs Certificate): a document made up of six self carbonated pages, written in English, Macedonian and Albanian. This document grants KFOR duty free rights in FYROM and Kosovo. Once completed, the certificate will be delivered to the freight forwarder at the relevant border crossing point or rail customs terminal.
 - c. When trucks arrive at the border, the driver must go to the freight forwarder, pick-up the customs documentation and then proceed through FYROM customs. At the rail yard, the MCT official will work with the FYROM customs official to clear the train. It is critical that this documentation arrive as outlined above or the cargo will remain frustrated at the border

until the MCT in CAS prepares proper paper work and delivers it to the appropriate border location.

- d. For details on KFOR customs in FYROM MCT CAS, see SOP 8001, Freedom of Movement of Duty Free Goods and accompanying KFOR Customs Guide at the 1st Theater Movement Control Agency Web site, URL: http://www.21tsc.army.mil/1_tmca. The documents can be found in the “A to Z” index under “KFOR Customs Procedures and SOPs”.

NOTE. The procedures outlined above are also applicable to movements transiting Kosovo, IAW UN Resolution 1244.

3. Air. Petrovec (Skopje, FYROM) and Pristina (Kosovo)
 - a. Military Air: Local customs formalities are not applicable.
 - b. Commercial Air: Inbound and outbound shipments are cleared utilizing both Air Way Bills and KFOR Customs Certificates. The MCT is contacted by the relevant Air Cargo Center, or by the carrier, upon the arrival of US shipments.

O. NETHERLANDS

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/nl.htm>.
2. Cargo. The following subsections describe the Customs clearance process for military type cargo shipped into the Netherlands from the US. The MTMC, 838th Transportation Battalion has a license provided by Dutch Customs to custom clear all military cargo arriving into the Netherlands. (Vergunning Toegelaten Afzender, No 70.7207, 27 August 1996). Dutch Customs is not involved in clearing military cargo into the Netherlands. Every six months, Dutch Customs conducts an inspection at the 838th Transportation Battalion to ensure all guidelines mentioned in the license are performed.
 - a. Air Shipments Destined to the MTMC Facility at Rotterdam. Air shipments are delivered to the MTMC facility accompanied with a commercial T-1 document based on air waybills (AWBs). 838th Transportation Battalion will clear this T-1 document at the Dutch Customs office at Rotterdam with an AE Form 302-1.
 - b. Ocean Vessel Shipments. Figure 510-11 describes the Customs process for military/commercial cargo shipped into the Netherlands using a military carrier.

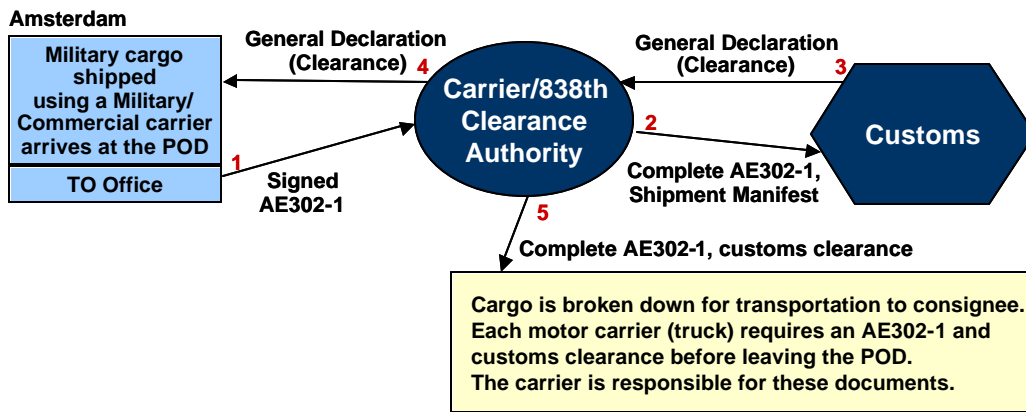


Figure 510-11. Military Cargo Shipped Using a Military/Commercial Carrier (Netherlands)

- c. The 838th Transportation Battalion will provide the carrier with a Master-document to custom clear all cargo from vessel onto the quay. This document provides the Dutch Customs with number of containers or cargo to be discharged from vessel. The local carrier will do customs clearance.
- d. 838th Transportation Battalion prepares AE Forms 302-1 for each shipment arriving into the Netherlands based on the ocean cargo manifest, CBL, or GBL received from the POE. The customs-cleared AE Form 302-1 and TCMDs will be presented to the commercial or military carriers to move cargo to the final destination. These documents must accompany the cargo to the final destination. The original plus two copies must be customs-cleared by the local Customs at the final destination and returned to the 838th Transportation Battalion.

P. NORWAY

- 1. General.
 - a. The Norwegian Customs Authority formally recognizes US Military Customs AE Form 302-1. In practice, however, the low number of US shipments between Norway and Continental Europe means that an individual customs officer will not have seen an AE Form 302-1. For this reason, a standard International Commercial Customs form (RG-0157) is usually issued in addition to the AE Form 302-1. The AE Form 302-1 also serves the function of a receipt confirmation for the shippers.
 - b. Shippers sending teams to prepare cargo to be exported from Norway should plan on bringing AE Form 302-1 and a customs stamp holder. The 426th Air Base Squadron (ABS) at Stavanger, Norway however, issues a customs stamp and can issue AE Forms 302-1, if required.
 - c. Temporary duty support/capabilities are limited.
- 2. Passengers. See the DOD Foreign Clearance Guide, at <http://www.fcg.pentagon.mil/fcg/no.htm>
- 3. Surface:
 - a. OL-A, 426th ABS will provide commercial customs clearance for DOD cargo based on the commercial carrier's Arrival Notification and TCMD or equivalent information from shippers. Contractor receivers will perform their own customs clearance. 426th ABS, Stavanger, Fax # 0047 5195 0575 handles their own customs clearance.
 - b. Overland export shipments are handled the same as ocean vessel shipments.
- 4. Air:
 - a. All DOD cargo is received through Gardermoen Airport, Oslo, Norway. For AMC channel cargo, OL-A, 426th ABS, Oslo, Norway will submit the air manifest to the Customs Office with annotations about the identity of each receiver, and then release the cargo to the receivers. Each DOD or contractor receiver will then be responsible for import customs clearance within one month.
 - b. The TO of OL-A, 426th ABS handles all import/export of cargo (except for cargo destined for the US element 426th ABS, Stavanger, Norway). DOD or contractor cargo shipped on GBLs via a commercial carrier is subject to normal Norwegian customs procedures.
 - c. Shipments will not be released until customs clearance is granted. Import cargo for the 426th ABS, Stavanger is cleared on a NATO Form 1, which is issued locally in Stavanger. Once the shipment is cleared, the carrier delivers the cargo IAW instructions from OL-A, 426th ABS.

5. Sea:
 - a. Normal manifests must be advanced by the MTMC Port Command responsible for embarkation to OL-A, 426th ABS, Fax # 0047 6714 9340, to effect customs clearance. For export shipments, OL-A, 426th ABS requires TCMDs or Customs Invoice to clear customs.
 - b. Full shiploads of DOD cargo loaded or off-loaded at military ports in Norway are customs cleared by the ship's agent or by the Norwegian military receivers.

Q. ROMANIA

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/ro.htm>.
2. Surface. For cargo transiting Romania via surface transportation, (rail and highway), the mode operator must present a copy of the AE Form 302-1 prepared at origin. The Romanian border officials will stamp the form at entry and exit but do not keep a copy.
3. Air. No country specific details.
4. Sea. No country specific details.

R. SLOVENIA

1. Passengers. (See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/si.htm>).
2. Surface. For cargo transiting Slovenia via surface transportation, (rail and highway) the mode operator must present a copy of the AE Form 302-1 prepared at origin. The Slovenian border officials will stamp the form at entry and exit but do not keep a copy.
3. Air. No country specific details.
4. Sea. All goods arriving at a Slovenian POD on a DTS commercial vessel destined to SFOR will be declared and processed for onward movement with an AE Form 302-1. MTMC is the cognizant activity that will provide the carrier with the AE Form 302-1 for clearing the port and together will make every effort to exchange cargo details to be able to issue appropriate transportation documents prior to vessel arrival.

S. SPAIN

1. General.
 - a. All cargo shipped utilizing AMC aircraft or the US Postal Service, and material (other than vehicles) arriving to the Naval Station (NAVSTA) Rota pier aboard a USS/USNS ship, cargo destined for US Forces that enters Spain by any other mode of transportation and/or other port of entry must clear Spanish customs.
 - b. Inbound DOD material, to meet the "Duty Free" criteria, must be accompanied by some form of military documentation, which will vary depending on the point of origin, then be cleared using either a Spanish CF A-7 document for General Cargo or Spanish CF A-8 for HHG. The A-7 and A-8 are Spanish Customs documents available only to NAVSTA Rota Customs Representatives or their designated agents.
 - c. If no GBL is assigned, the Customs broker sends a fax to a representative in the city of Rota to verify the shipment. The Customs representative in Rota will collect the brokerage fee before authorizing the shipment to be released. The broker on each shipment completes an A-7 Spanish CF. There are no other requirements other than normal shipping documentation.
 - d. The customs clearance documentation for the cargo is a hand carried operation. The communications concerning undocumented shipments are carried out by fax or telephone.

While there is no duty on DOD material, there are brokerage fees that must be paid by the consignee, depending on the mode of shipment. Address cargo to a specific command vice an individual.

2. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/sp.htm>.
3. Surface. DOD cargo entering Spain from another European country, whether on a military vehicle or commercial carrier's vehicle, will be cleared with an A-7 or A-8 customs document (as appropriate), utilizing the AE Form 302-1 (with TO signature) or T-1 as authorization. The TO will fill out the required customs forms. There are no customs fees for DOD cargo but if an AE Form 302-1 is used, there will be a customs broker fee of 10,000 pesetas. If a T-1 is used, there is no fee paid. The T-1 may accompany the AE Form 302-1 that will exempt the shipment from customs fees.
4. Air:
 - a. Commercial Small Parcel Air (SPA). For small parcel shipments (normally 150 lbs. or less) not sent via one of the modes above, the most efficient way to clear customs is to ship via one of the authorized World Wide Express carriers into Spain. Since these carriers are under contract with the DOD, there are no brokerage fees for the consignee to pay and, if the TCN is associated with the shipment and clearly visible or if shipment is accompanied by a GBL, Military Freight Warrant or similar document, the shipment is quickly cleared through customs without delay. All other commercial SPA shipments will normally require extra coordination and take several days longer to clear customs and will probably also require the consignee to pay a brokerage fee of 5,000 pesetas.
 - b. Commercial Air Freight. For larger commercial air shipments (greater than 150 lbs.), cargo is held at the Spanish airport by customs authorities, and the local designated USG customs broker is notified who, in turn, notifies NAVSTA Rota Customs officials. Necessary documentation as indicated above is prepared by the customs broker and brokerage fees are collected from the consignee by a NAVSTA Rota customs representative before the shipment is authorized for release.
5. Sea. Customs clearance of DOD material arriving at a Spanish port aboard a commercial vessel is normally based on the cargo manifest accompanying the shipment. Either NAVSTA Rota customs personnel or a designated customs agent utilizing the A-7 or A-8 customs document, as appropriate, clears the shipment through the nearest Spanish Customs office. If a CBL is used, it is the shipper's responsibility to provide advance notification to the NAVSTA Rota Customs Office or TO. NAVSTA Rota Customs officials clear shipments arriving at the ports of Cadiz or Rota and no brokerage fees are applicable. Shipments arriving at all other Spanish ports will require a brokerage fee of 7,000 pesetas per individual shipment - not per vessel or per piece.

T. TURKEY

1. General.
 - a. In general, all Major Items of Equipment (MIE) and munitions items require HN Approval (HNA) before applying for an import clearance. It can take one to three months to obtain HNA from the Turkish General Staff (TGS) for inclusion on the Memo 60-1/2 or Master Authorization List (MAL). The Office of Defense Cooperation-Turkey (ODC-Turkey) keeps a list of items that have received HNA and that can have a Turkish Defense Approval (TDA)/Beyanname applied for prior import of the item. A Beyanname is a Turkish term and provides clearance/permission for cargo to be imported into Turkey. US Defence Representative Turkey (USDRT) Memorandum 60- 1 lists MIE items and USDRT

Memorandum 60-2 list munitions/weapon items. EXCEPTION: Approved items for Combined Task Force (CTF) Operation Northern Watch (ONW) are maintained on the MAL.

- b. Once HNA is obtained, a Beyanname must be applied for from TGS prior to import of the item. The Turkish Directorate of Customs maintains authority to differentiate between cargo requiring prior authorization/notice (requiring a Beyanname) and cargo requiring only submission of a manifest. A Beyanname is applied for by means of a TDA through ODC-Turkey, which takes approximately 30 days. Cargo requiring prior authorization/notice includes the following material: weapons, ammunition, and MIE. MIE includes vehicles (all types), computers and communications systems, generators, and classified cargo. Items requiring only submission of a manifest will be cleared by customs officials at the port of entry.
2. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/tu.htm>.
3. Surface. The customs procedure for overland carrier shipments is basically the same as aircraft shipments with the exception of the following: The customs process of overland shipments has to be finalized within 45 days after the arrival into Turkey. If the truck will make multiple stops within Turkey, then trucks (unless Turkish owned) can only move cargo under transit status from one point to another due to the Turkish Cabotage Law. This requires multiple customs clearances at each destination. Figure 510-12 shows the current Customs clearance process for USG cargo shipped using an overland carrier (truck).



Figure 510-12. Military Cargo Shipped Using an Overland Carrier (Turkey)

4. Air. The subsections below describe the different processes for air shipments arriving in Turkey.

a. Military Cargo Shipped Using MILAIR.

- (1) ONW/CTF shipments: All MIE must be on the TGS MAL and have TDA applied for prior to import. If the TDA is not received prior to arrival, Customs frustrates the cargo and the CTF/C4 has 20 days to clear the cargo before it is impounded. Minor items can be cleared with the submission of a manifest with local Beyanname, and can be cleared within seven days. All CTF shipments are subject to a pre-inspection by CTF/C4 customs liaison, followed by a rigorous Turkish Customs inspection. Items that have not been cleared by TGS (approved TDA) will be impounded by Customs and could result in the whole consignment being frustrated upon entry. No item can be used until it has been cleared through customs. Seek assistance from CTF/C4 for all MAL consignments in support of CTF ONW at least two months prior to the proposed entry date.
- (2) Shipments for US Forces Stationed in Turkey IAW NATO- SOFA: General cargo passes through Turkish Customs with no problem. Currently the Turkish Customs Offices authorized to clear US Forces shipments are located in Esenboga (Ankara), Ataturk (Istanbul), Cigli (Izmir), Incirlik (Adana), Antalya (for US Navy support aircraft) and Aksaz/Dalaman (Mugla) (for US Navy only). The shippers have been requested to add an additional information/remarks line on the original TCMD that provides the item nomenclature to customs personnel. When military vehicles, computers, munitions, weapons, etc., and MIE are shipped in and out of Turkey, TDAs must be made in advance of each shipment of these categories. There is an MIE listing identifying those items maintained at ODC-Turkey. This list is by stock number and currently is 38 pages long. It can have (and has had) items added to it with no notice from Turkish Authorities. The lead-time for TDA is 30 days from the time the owning organization on the US military installation in Turkey sends a request. The appropriate organization at the 39th Wing is responsible for making the initial TDA request for the US customer. TDA has to be granted prior to the entry. Classified military shipments may be exempt from Turkish Customs inspection when TDA is annotated as secret cargo. The customs clearance of classified documents and parcels will be performed as prescribed in NATO-SOFA and appropriate NATO directives. No TDA is required for international transit shipments (both the origin and final destination of cargo is out of Turkey).
- (3) As shown in Figure 510-13, the process for clearing military cargo into Turkey is time consuming and complex. All cargo and paperwork, whether military or contractor, shipped into Turkey is severely scrutinized by Turkish Customs officials.
 - (a) Contractor Cargo Shipped Using a Military Carrier. Contractor cargo shipped using a military carrier into Turkey is treated as military cargo, therefore the Customs process for contractor cargo shipped using a military carrier is the same as for military cargo shipped using a military carrier.
 - (b) Military Cargo Shipped Using a Commercial Carrier.
- (4) ONW/CTF shipments: When these shipments arrive at a commercial airport, the transport/freight companies have to provide a Transit Declaration to the Turkish Customs office at the point of entry in order to move cargo to the final destination. This transit document is also required to be submitted to the Turkish Customs office at the destination. Currently, Incirlik Turkish Customs is the only authorized customs office to clear ONW/CTF shipments. All ONW/CTF shipments are subject to a pre-inspection by

CTF/C4 military personnel, followed by a rigorous Turkish Customs inspection. Items that have not been cleared by the TGS will be impounded and could result in frustration of the whole consignment by Turkish Customs upon entry and Turkish Customs can technically start accruing storage charges after three workdays. The equipment cannot be used until it has been cleared through Turkish Customs. A TDA has to be completed for all ONW/CTF cargo arriving on air express carriers. Advance notification is the key to this process. TDA is completed by CTF/C4 and is available when carrier personnel arrive. Assistance is to be sought from CTF/C4 for all consignments in support of ONW/CTF. It is the responsibility of the carrier to clear Turkish Customs, as shown in Figure 510-14.

- (5) Shipments for the US Forces Stationed in Turkey IAW NATO-SOFA:
- (a) When these shipments arrive at a commercial airport, the transport/freight companies have to provide a Transit Declaration to the Turkish Customs office at the point of entry to move cargo to the final destination. This transit document is also required to be submitted to the Turkish Customs office at the destination. Currently the Turkish Customs offices authorized to clear the US Forces shipments are Esenboga (Ankara), Ataturk (Istanbul), Cigli (Izmir), Incirlik (Adana), Antalya (for US Navy support aircraft) and Aksaz/Dalaman (Mugla) (for US Navy only).

Advance notification is the key to this process. TOs complete appropriate blocks of USAFE Form 554 (NATO Beyanname) and deliver it to the relevant agencies/companies. Assistance is to be sought from TO Freight sections for all consignments in support of US Forces (SOFA) shipments. It is the responsibility of the carrier to clear Turkish Customs, as shown in Figure 510-13.

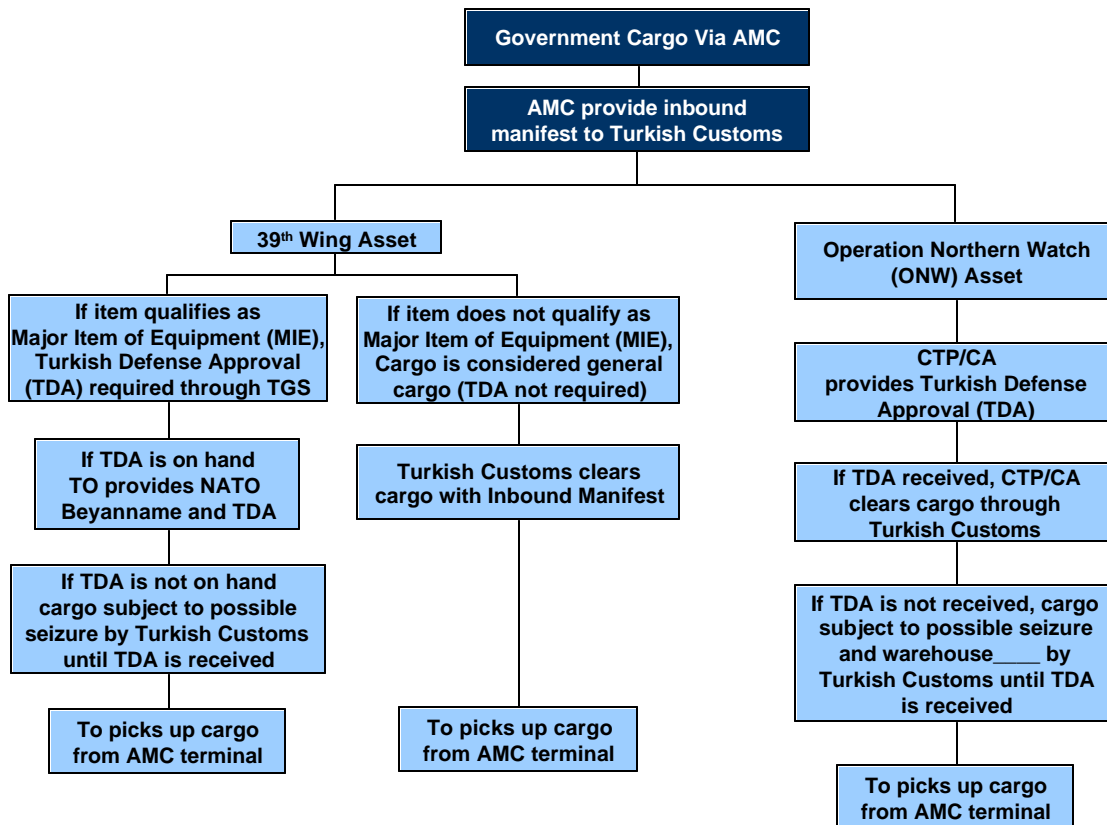


Figure 510-13. Customs Process for Military Cargo Shipped Using a Military Carrier (Turkey)

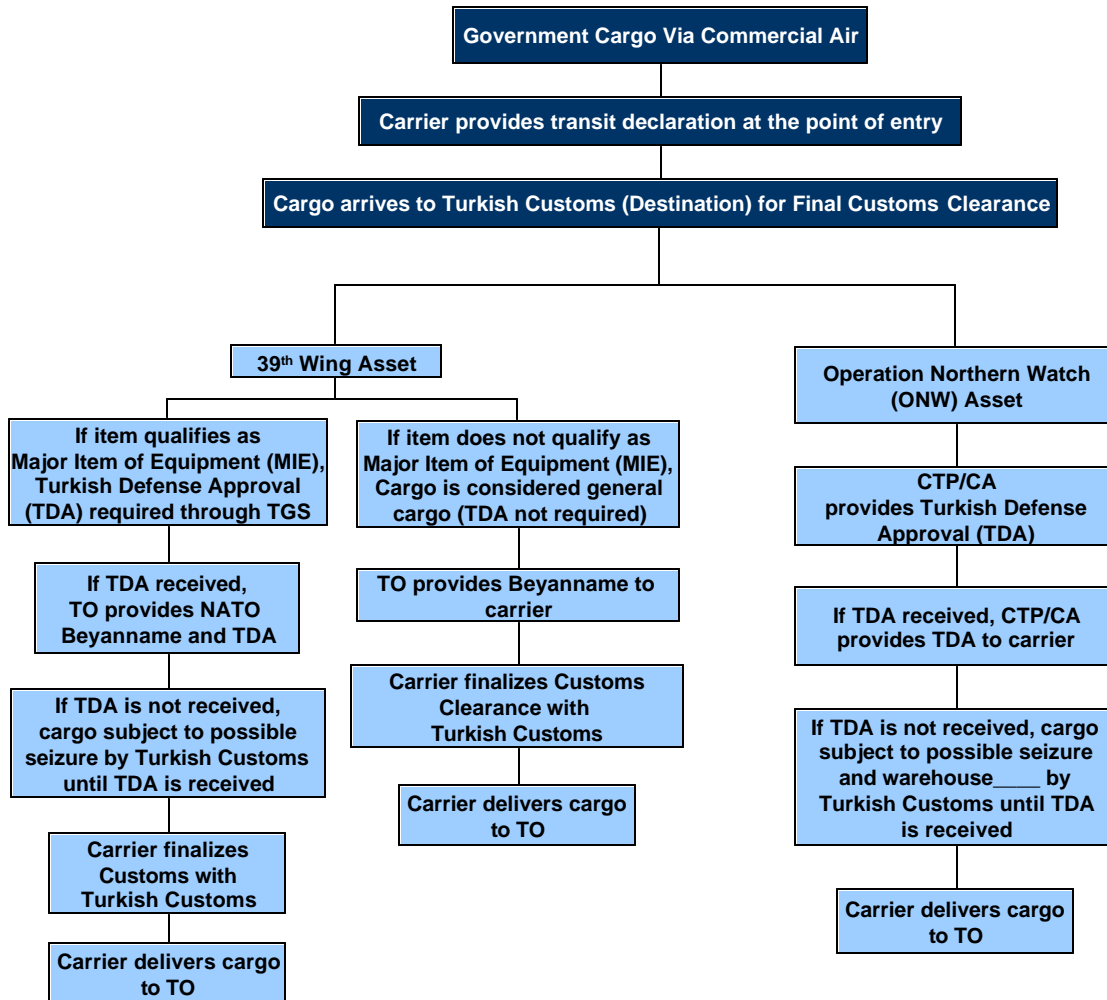


Figure 510-14. Military Cargo Shipped Using a Commercial Carrier (Turkey)

5. Sea.

- a. The customs procedure for ocean vessel shipments is basically the same as aircraft shipments with the exception of the following: The customs process of ocean shipments has to be finalized within 45 days after the arrival into Turkey. Currently Turkish Customs Offices authorized to clear US Forces shipments are at the seaports of Istanbul, Izmir, Iskenderun, Yumurtalik/Golovasi (for fuel only), Antalya and Aksaz/Karaagac (for US Navy only). Shipments may be shipped back to origin to prevent long frustration times and international incidents with Turkish Customs authorities. Consult MTMC, 840th US Transportation Battalion prior to shipping any MIE to Turkey via ocean. Also contact MTMC to identify the most appropriate POD in Turkey since some ports in Turkey have import/export restrictions imposed by the Government of Turkey for the US Forces shipments. Figure 510- 15 depicts the Customs clearance process for military cargo shipped to Turkey by ocean vessel.

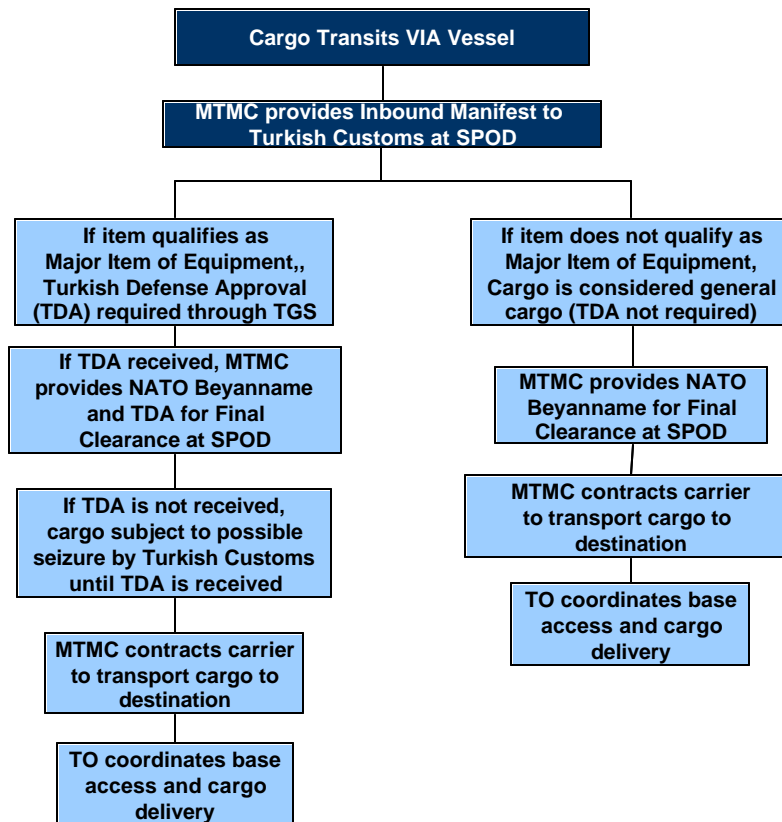


Figure 510-15. Military Cargo Shipped Using an Ocean Vessel (Turkey)

6. Personal Property.

- a. Personal Property/HHG. IAW NATO-SOFA, a member of the US Forces or civilian component may, at the time of his/her first arrival in Turkey or at the first arrival of any family member (over 18) to join him/her, import his/her personal effects and furniture free of duty for the term of such service. Turkish Customs requires the use of USAFE Form 554 (NATO Beyanname) which has to be certified by TO Customs Liaison Offices for personal property brought to Turkey by US Forces personnel. A personal property Beyanname is a written declaration between the military member and the Government of Turkey that provides customs control of personal items brought into the country. Currently there are more than 30 line items.
- b. When departing Turkey, items annotated on the personal Beyanname records must be accounted for either by export, transfer to another authorized individual or a theft report. If those items cannot be accounted via one of these methods, a fine (up to 400 percent of the Turkish value of the item) is possible. Shipments must arrive no earlier than 60 days prior or 180 days after sponsor or family member initial arrival. If a personal property shipment arrives out of this period, a waiver is required from the Turkish Customs Authorities. This rule does not apply to POV shipments. POVs are moved under MTMC's Global POV Contract to and from Turkey.

U. UNITED KINGDOM

1. General. The following subsections describe the Customs clearance process for military-type cargo shipped into the United Kingdom (UK) from the US. The UK has an electronic system for handling Customs, referred to as the Customs Handling of Import and Export Freight (CHIEF) system.
 - a. CHIEF System Overview. The CHIEF system is an advanced Customs declaration processing system that is used for the receipt, storage, retrieval, and processing of international import and export trade by land, sea, or air. The CHIEF system links Customs offices around the UK to ports, airports, and several thousand commercial businesses. CHIEF primarily uses UN/EDIFACT messages to transmit Customs clearance declarations and approval/rejection information. CHIEF uses a C88, Single Administrative Document (SAD), to make import, export, and warehouse procedures in the UK simple and more flexible. CHIEF is part of Her Majesty's Customs and Excises (HMC&E) Customs freight and simplified procedure initiative. Figure 510-16 depicts the HMC&E internal customs process using the CHIEF system and SAD.

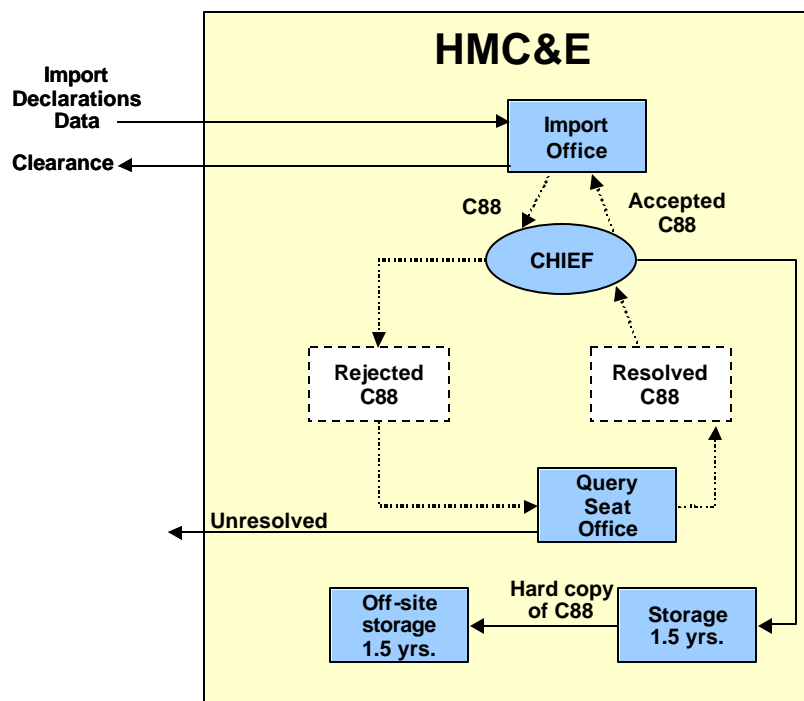


Figure 510-16. HMC&E Internal Customs Process

- b. The import declaration data is generated from the cargo manifest and the AWB. This data is received by HMC&E import office personnel and entered into the CHIEF system. CHIEF supports both Human Computer Interface (HCI) and Electronic Data Interchange (EDI) traffic. It is generally accessed using terminals connected via the Government Data Network. If the import declaration data is accepted, the system transmits the accepted C88 back to the HMC&E import office. Should the C88 information be rejected, the C88 is forwarded to the HMC&E Query Seat office for resolution. The Query Seat Officer will attempt to resolve the C88 misinformation and return the resolved C88 back through the CHIEF system to the Import office. If the Query Seat Officer cannot resolve the C88 information, a C20X rejection notice is sent back to the trader. C88 information is printed in hardcopy form and stored at the HMC&E Office for 1.5 years, at which time it is moved to an off-site storage location for another 1.5 years, then destroyed.

- c. Customs Input Entry (CIE). There are two manual methods for submitting an import declaration into CHIEF. The methods are CIE and Direct Trader Entry. The trader brings import shipment information or an import declaration to the Customs office where it is numbered and, after initial inspection, is entered into the CHIEF system. If the system rejects the CIE entry during validation, the input documents are passed to the staff at the Query Seat to resolve the error(s). If the query seat staff cannot resolve the error(s), the query seat staff issues a C20X back to the trader. Traders may also submit pre-logged entries followed by a notification of goods arrival.
 - d. Direct Trader Input (DTI). Another method of submitting import declarations by the trader into the CHIEF system is by DTI. With DTI, the trader enters shipment information or import declarations electronically into the DTI system. The DTI system acts as a firewall between the CHIEF system and the trader. Under the DTI Customs Clearance Process the trader enters shipment information or import declarations on their own computer equipment and submits it to CHIEF through the DTI system or by e-mail to Custom's X.400 mailbox (only available for supplementary declarations). The trader's computer equipment can either act as a dependent terminal supporting the CHIEF HCI, or can be intelligent and use the CHIEF EDI interface for submitting declarations. Errors detected during the validation process are reported to the user and then corrected. Front-end credibility checks are also applied and the user is challenged to confirm as correct, or to amend any information that fails a check. The following is a list of DTI providers for the UK CHIEF system:
 - (1) Community Network Services (CNS)
 - (2) Cargo Community Systems-United Kingdom (CCS-UK)
 - (3) Dover Harbor Board (DHB)
 - (4) Maritime Cargo Process (MCP)
2. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/uk.htm>.
 3. Surface. TBD.
 4. Air. All cargo going through RAF Mildenhall, imports and exports, must be cleared through HMC&E on a SAD, Form C88a, and all forms must be sent to HMC&E at the Entry Processing Unit (EPU) Kings Lynn.
 - a. Goods for the exclusive use of the US Armed Forces are cleared by AMC at the aerial port at RAF Mildenhall.
 - b. Shipments for UK contractors and MOD units or government. Import shipments for UK contractors supporting DOD contracts for repair and return, which does not qualify for the SOFA. When contractors' shipments move to RAF Mildenhall by MILAIR, the TO at RAF Mildenhall will notify contractors and or his/her agents to lodge a customs clearance request (C88A) to HMC&E at Kings Lynn. These shipments will not be released until customs clearance is granted and the release note is received at the TO.
 5. Sea. TBD
 6. Personal Property. Personal Property. Personnel who intend to ship their personal property to the UK upon separation or retirement must prepare and submit a C-3 customs form, Bringing your personal belongings to the United Kingdom from outside the European Community, Figure 510-17, to HMC&E. The C-3 is not to be confused with the DD Form 1434, United Kingdom (UK) Customs Declaration For The Importation of Personal Effects of U.S. Forces/Civilian Personnel On Duty In The UK, Figure 510-18, which is required for all personnel traveling to the U.K. for active duty. HMC&E forms can be obtained at: <http://www.hmce.gov.uk/>.



Bringing your personal belongings to the United Kingdom from outside the European Community

C 3

This form is for you to declare your belongings to Customs and to claim any duty and tax free reliefs that may apply when you return to or transfer your normal home to the EC. The reliefs are explained in Customs Notice 3 - 'Bringing your belongings and private motor vehicle into the United Kingdom from outside the European Community'. If you are a temporary visitor, you may also need to read our Notices 200 'Temporary importations' and 308 'Temporary Importations - means of transport' and complete Form C 108 instead of this form.

If you want a copy of these notices or more information, ask our National Advice Service (Tel: 0845 010 9000).

Please note that you will also need to complete the following forms if you are bringing in:

- private motor vehicles: Form C 104A (if imported on transfer of residence) or C 179B (if previously exported from the EC) or C 108 (if temporarily imported);
- pets: Form C 5 (if permanently imported) or C 108 (if temporarily imported); or
- furnishings for a secondary home in the EC: Form C 33.

This form, the others mentioned and Notices 3, 200 and 308 are also available on our Internet website:
<http://www.hmce.gov.uk>

Please complete these details:

Personal details

Please use BLOCK LETTERS

Surname

Forename(s)

Date of your arrival in the UK
day month year

Packing details

- ★ Packages include cases, cartons, tea chests and the like.
- ★ **You must attach a complete detailed packing list to this form;** and number and sign each page of the list.

Total number of packages containing your belongings.

Please answer questions on page 2 and complete Parts A and B on pages 3 and 4. ➔

Request to clear

When your belongings arrive in the UK you, or your agent, should complete this part.

Ship's name or aircraft flight number

Bill of lading or airway bill number

Place of loading abroad

Container number(s)

Place of import

Date of import

Place for examination

I request clearance of the goods mentioned above.

Signature (importer or agent)

Date

For official use

Figure 510-17. Form C 3, Bringing Your Personal Belongings to the United Kingdom From Outside the European Community

UNITED KINGDOM (UK) CUSTOMS DECLARATION FOR THE IMPORTATION OF PERSONAL EFFECTS OF U.S. FORCES/CIVILIAN PERSONNEL ON DUTY IN THE UK		
1. MEMBER		2. DATE PREPARED (YYYYMMDD)
a. TYPED OR PRINTED NAME (Last, First, Middle Initial)	b. RANK OR GRADE	
3. ORIGIN TRANSPORTATION OFFICE	4. UK DUTY STATION AND ORGANIZATION	
5. DECLARATIONS Before completing this form, review PPCIG, Vol. II, General Instructions, United Kingdom and the listing of prohibited and restricted items on the reverse of this form. <i>(X the appropriate boxes below.)</i>		
WARNING: Severe penalties can be imposed for false declarations.		
a. THIS IS A: <input type="checkbox"/> HOUSEHOLD GOODS SHIPMENT <input type="checkbox"/> UNACCOMPANIED BAGGAGE SHIPMENT		
b. DOES THIS SHIPMENT CONTAIN WEAPONS OF ANY KIND? <input type="checkbox"/> YES <input type="checkbox"/> NO IF YES, INCLUDE MAKE, MODEL, AND SERIAL NUMBER OF ALL WEAPONS HERE.		
c. DOES THIS SHIPMENT CONTAIN ANY ITEMS THAT FALL WITHIN THE LIST OF RESTRICTED ITEMS (Listed on back)? <input type="checkbox"/> YES <input type="checkbox"/> NO IF YES, GIVE DETAILS HERE.		
d. DOES THIS SHIPMENT CONTAIN A MOTORCYCLE OR MOPED? <input type="checkbox"/> YES <input type="checkbox"/> NO IF YES, INCLUDE MAKE, MODEL, AND SERIAL NUMBER HERE.		
e. I, the undersigned, ordered to duty in the United Kingdom in service of U.S. Forces, hereby declare that the goods imported into the UK are my personal property and are for myself and my family only. In consideration of the fact that the goods are being accorded admission free of customs charges, I agree not to dispose of them to non-members of the U.S. Forces while I remain in the United Kingdom. I have been fully briefed on the completion of DD Form 1434 and have read the notes on the reverse of this form. The declarations made by me are to the best of my knowledge true and correct.		
(1) TYPED OR PRINTED NAME (Last, First, Middle Initial)	(2) RANK OR GRADE	(3) SIGNATURE

DD FORM 1434, JUN 2002

PREVIOUS EDITION IS OBSOLETE.

Reset

Figure 510-18. DD Form 1434, United Kingdom (UK) Customs Declaration for the Importation of Personal Effects of U.S. Forces/Civilian Personnel On Duty in the UK

CHAPTER 511

UNITED STATES PACIFIC COMMAND (USPACOM)

A. GENERAL USPACOM GUIDANCE

This chapter identifies regulations or directives and establishes Customs/Border Clearance requirements and procedures and organizational POCs responsible for the entry/exit of material and personnel from the various countries listed. There is presently no electronic foreign Customs interface for military shipments going through Japanese Customs.

B. CUSTOMS CLEARANCE PROCESSES

This section provides the most up-to-date overseas customs process information that has been obtained for the following countries:

Australia	Mongolia
India	Nepal
Indonesia	Papua New Guinea
Japan	Philippines
Korea, North	Sri Lanka, Republic of
Korea, Republic of	Taiwan
Laos	

C. AUSTRALIA

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/as.htm>.
2. Cargo
 - a. Government. When military equipment is shipped into Australia for combined exercises or training or other activities approved by the Australian Government, Australian Customs and the Australian Quarantine Inspection Service must be advised at least four weeks in advance of the arrival at the First Port of Entry (FPE) and four weeks before departure at the Last Port of Departure (LPD).
 - b. Military weapons destined for exercises approved by the Australian Government are exempted from normal import and export restrictions (Australian Regulation 3A Customs Regulations 1956 – Prohibited Import), but other goods subject to controls, such as drugs and pharmaceuticals, are not exempt. These require a permit issued by the appropriate authority. All weapons and equipment must be clearly manifested. At the time of importation, the US Defense Force must be the owner of the goods or a member of that defense force must have been issued those goods.
 - c. The export of goods from Australia is controlled by laws and Government policies to:
 - (1) Prohibit the export of certain goods either absolutely or conditionally; and
 - (2) Adequately record Australia's international trade.

Total prohibition applies to the export of protected wildlife, some heritage items and other dangerous goods. Goods that are conditionally prohibited from export may not be exported unless all necessary export permits are obtained from the relevant permit-issuing agency. Further, goods may not be exported, or loaded on a ship or aircraft for export (some exemptions apply) and Customs has given approval to export by means of a "cleared" Export Clearance Number.

- d. All export consignments greater than Australian dollars (AUD) \$2000 in value will require an export entry. Ships or aircraft may not depart from Australia unless Customs has issued a Certificate of Clearance. A certificate will not be issued unless all Commonwealth requirements about the ship or aircraft and its cargo have been met.
3. Personal Property and POVs. Customs is responsible for the clearance of all unaccompanied effects from overseas. The member/employee can clear unaccompanied effects. The member/employee can also appoint a nominee to clear the effects or use a customs broker. In order to clear goods, the following steps need to be taken:
 - a. Complete a Form B534, Unaccompanied Personal Effects Statement, Figure 511-1;
 - b. Provide passport;
 - c. Provide detailed packing list.

AUSTRALIAN CUSTOMS SERVICE		UNACCOMPANIED PERSONAL EFFECTS STATEMENT		 <small>AUSTRALIAN QUARANTINE AND INSPECTION SERVICE</small>
<p>WARNING Do not carry drugs. Penalties for drug offences in Australia are severe. A false or misleading statement to a Customs Officer is an offence and may involve heavy penalties, including forfeiture of any goods concerned.</p> <p>NOTICE The Privacy Act 1988 says we must tell you why we are collecting this information, how we will use it and whether you have to give it to us. This information is required to ensure travellers comply with Australian Customs, Quarantine, Health, Wildlife and Currency laws. We require this information under the Customs Act 1901, the Quarantine Act 1908, the Wildlife Protection (Regulation of Exports and Imports) Act 1982 and the Financial Transaction Reports Act 1988. Customs also need the information to calculate the right amount of duties and taxes. Any questions you do not answer will be asked by a Customs or Quarantine Officer. The Australian Customs and Quarantine Services are not permitted to disclose this information or any supplementary information you give, except when authorised or required by law.</p>				
Please complete the following details				
Given names			Family name	
Address and telephone number of intended or actual Australian residential address			Date of birth	
Sex <input type="checkbox"/> Male <input type="checkbox"/> Female	Passport number		Country of issue	
Persons covered by this statement: <input type="checkbox"/> Myself <input type="checkbox"/> Spouse		Name of spouse?		
Spouse passport number		Number of children under 18 years of age?		
How I arrived or intend to arrive in Australia				
On (airline flight number or ship name)			At (port or airport)	
Date, or estimated date, of arrival?		Country of departure		
For returning residents only				
Other countries visited			Period of absence from Australia	
How my personal effects arrived or will arrive				
<input type="checkbox"/> By Mail; or <input type="checkbox"/> By Air; or <input type="checkbox"/> By Sea. (If by air or sea then complete below)				
The (number of packages)		consigned to me have arrived or are due to arrive:		
On (airline flight number or ship name)		At (port or airport)		Date, or estimated date, of arrival?
Container number		Sea Bill or Air Waybill number		Name of local business handling your personal effects?
Clearing your personal effects				
You may clear your personal effects or pay a licensed Customs Broker to clear them for you. Alternatively, you may nominate somebody else (eg a family member or friend) to act on your behalf. If you wish to nominate somebody else, you must fill in the details of your nominee in the space provided below.				
Family name		Given names		
Address		Phone number		
Your nominee will need to produce one of the following forms of identification when clearing your goods through Customs.				
Driver's licence number	Place of issue	Or	Passport number	Country of issue
Declaration				
I declare that the above particulars are to the best of my knowledge true and correct.				
Signature of owner				Date

Figure 511-1. Unaccompanied Personal Effects Statement

4. Duty free concessions applying to alcohol, tobacco, and other articles that arrive accompanied through Customs do not apply when the same goods arrive as unaccompanied effects. Additionally, customs duty and taxes are payable on goods acquired as gifts.
 - a. Any motor vehicle imported into Australia must have a Vehicle Import Approval issued by the Department of Transportation and Regional Services.
 - b. Duty free concessions for personal effects, HHG and motor vehicles arriving in Australia for USA SOFA personnel is controlled by Customs By-Law 9940005.
 - c. Cargo not related to military exercises must go through the formal entry process, when the value exceeds AUD \$250.
 - d. Information may be obtained at www.dotars.gov.au or by e-mail at Vimports@dotars.gov.au.
5. Firearms/Weapons – Australian Regulation 3A Customs (Prohibited Import) 1956 for import and Regulation 13E (2) Customs (Prohibited Exports) control the import and export of firearms in Australia.
 - a. Firearms and weapons owned and imported by the US Military for participation in combined exercises or other activities approved by the Australian Government are exempt all permit requirements for both import and export. These goods must be manifested and cleared through Customs. At the time of importation, the US Military must be the owner of the equipment.
 - b. Personal equipment including military souvenirs, firearms or dangerous weapons, including trophies/displays or military souvenirs not owned by the US Military is subject to normal customs requirements.
6. Modes of Shipment
 - a. Military Air or Sea. Cargo arriving or exiting by military airlift or sealift is to be reported at FPE on an uncoded and legible manifest. The manifest must show the intended port of destination.
 - (1) Cargo moved to a subsequent port for clearance is moved under Customs control and must be reported at the destination port for clearance. Customs entries are not required for foreign Defense Forces participating in military exercises approved by the Australian Government.
 - (2) At the time of importation, the US Defense Force must be the owner of the goods or a member of that defense force must have been issued those goods. All weapons and equipment must be clearly manifested.
 - (3) Customs Prohibited Imports and Prohibited Export Regulations exempt specified visiting foreign Defense Forces from import and export permits for certain defense goods when such forces arrive in Australia to participate in activities approved by the Government (such as combined exercises and training) and when they subsequently depart from Australia.
 - (4) Permits for all other goods subject to controls (e.g. drugs and pharmaceuticals) will be required from the appropriate authority. A manifest is to be produced at the LPD to confirm export of the cargo. The Australian Customs Service may examine the cargo on importation and/or exportation.
 - (5) Personnel. Upon arrival at all airports, a passenger list must be provided to Customs. The list must include full name, date of birth, gender, and passport/visa number/confirmation that the passenger holds an ETA. Duty passengers covered by

SOFA can enter Australia on military ID and movement orders (individual or collective).

- (6) Spouses and/or dependants of US armed forces members covered by SOFA, CAF and AFP must present a valid passport and either movements orders or a certificate stating that the person is a spouse or dependant and is accompanying or joining that member. Spouses and/or dependants who comply with these requirements are cleared to hold a Special Purpose visa under the Migration Regulations.
- (7) Upon departure, outgoing military aircraft must produce one copy of the cargo manifest and a copy of passenger list. Normal immigration processing applies to passengers e.g. Outgoing Passenger Card and passport. Military ID is an acceptable travel document for passengers on orders.
- b. Commercial Air. Advanced Passenger Information must be provided to Customs for expected flight movements at least 48 hours prior to arrival and 24 hours prior to departure. All passengers should have the following:
 - (1) Passport or military ID;
 - (2) Completed Incoming Passenger Card.

Documents are returned after processing.

- (1) Goods imported into Australia by commercial airline will be reported electronically to Customs by the handling agent or freight forwarder.
 - (2) For Customs reporting purposes, the airline company or local handling agent requires the following information: full details of the consignor, consignee, description of the goods, value and origin.
 - (3) For Customs clearance purposes, the minimum documentation required to be submitted with customs import entries or Informal Clearance Documents includes an air way-BL, invoices, and any other papers (including packing lists, insurance documents, etc.) relating to the shipment.
7. The Customs Act of 1901 requires importers to retain commercial documents relating to a transaction for five years from the date of entry. These documents may be required for Customs audit purposes. The goods will remain in a Customs licensed depot until Customs and Quarantine clearance has been completed and the goods released.
 8. There are severe penalties for not declaring prohibited or restricted items and goods on which duty or taxes are due.
 9. Please refer to the Customs website www.customs.gov.au for further information on items which must be declared on arrival.
 10. Commercial Ocean Vessel Shipments. Goods imported into Australia and exported from Australia by ship are treated in the same manner as air cargo above.

D. CAMBODIA

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/cb.htm>.
2. Cargo. To be developed.

E. INDIA

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/in.htm>.
2. Cargo
 - a. Government. Depending on whether the cargo is for use in the Embassy or for a combined exercise, it is handled differently. For cargo going to the Embassy, import permission for goods is required from the Ministry of External Affairs. The Ministry of External Affairs requires complete details of the contents of the shipment, along with their approximate value and use. For cargo meant for a combined defense exercise, import permissions are required from the Ministry of Defense, Ministry of Finance, or Ministry of External Affairs.
 - b. For incoming cargo consigned to the Embassy, the Embassy recommends at least ten days advance warning. This enables the Embassy to obtain the necessary prior approval from the Government of India before the shipment reaches Indian ports. For cargo shipped overland, the duty exemption certificate must be obtained from the Ministry of External Affairs detailing the content of the shipment. The US Embassy shipping expediter goes to the border to complete the customs clearance formalities. The US Embassy does not have direct control over cargo booked on a door-to-door basis. The Embassy provides the duty exemption certificate for the shipment to the destination agent.
3. Personal Property. Personnel assigned to the US Embassy require duty free permission from the Ministry of External Affairs for the importation of HHG and UB. POVs must meet pollution emission standards as mandated by the Government of India. The member/employee must have a EURO II certificate from the manufacturer or a certificate from the US EPA authorities.
4. Firearms/Weapons. Importation of firearms/weapons into India is prohibited without special permission from the Government of India. Weapons are subject to physical verification by the customs authority at the time of their import.
5. Pets. Member/employee must obtain an import sanitary permit from the Ministry of Agriculture or an import license from the Director General of Foreign Trade, Ministry of Commerce. The member/employee should have a valid health certificate with them at the time of importing the animal. The Department of State recommends the member/employee hire a private pet expediter, because the General Services Office does not handle pets. Local pet expeditors can be referred to a member/employee upon request.
6. Modes of Shipment
 - a. Military Air. There currently are no provisions in place for the US to import cargo via military vessels/aircraft into India. If military cargo is consigned to the US Embassy, then it is treated as any other cargo. If military cargo is consigned to the India Ministry of Defense, it is the responsibility of the Government of India to make the necessary arrangements for its customs clearance.
 - b. Commercial Air. As stated above (Cargo), shipments coming in under a commercial contracted carrier must be consigned to the US Embassy, New Delhi. The General Services Office receives the Airway Bill and packing list or invoice, then prepares the exemption certificate and sends it to the Ministry of External Affairs for duty-free import.
 - c. Ocean Vessel Shipments. As stated above (Cargo), shipments coming in under a commercial contracted carrier must be consigned to the US Embassy, New Delhi, India. As soon as the General Services Office receives the BL and the packing list or invoice, the office prepares the exemption certificate and sends it to the Ministry of External Affairs for duty-free import.

F. INDONESIA

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/id.htm>.
2. Cargo.
 - a. Government. The Government of Indonesia extends duty-free privileges only to holders of diplomatic or consular titles and members whose agencies have special agreements with the Government of Indonesia. A general declaration and packing list, along with the cargo manifest and any other shipping documents, should accompany all cargo. Each item must be listed on the cargo manifest. US Embassy Jakarta does not recommend consolidating shipments through a freight forwarder company. Consign directly to the US Embassy and indicate the agency's name. To expedite shipment, notify the post of shipping details prior to the shipment's arrival. This prior notification enables the post to prepare import permits required by the Government of Indonesia and Customs.
 - b. Personal Property. HHG and UB, not to include POV or motorcycle, may be shipped directly to Jakarta, and may arrive prior to member's/employee's arrival on post. Designate the consignee on the BL as:

American Embassy
Jakarta, Indonesia
For (Name of Member)
 - c. To obtain import permits from the Government of Indonesia Foreign Ministry, fax a copy of the Ocean Bill of Lading (OBL) and Packing list/HHG descriptive inventory to the General Service Office (GSO)/Transportation, number 62-21-34359923. Send the original BL via air courier or, if time permits, US Express Mail.
 - d. Do not ship a POV, motorcycle, or any other motorized vehicle in a HHG shipment. The Government of Indonesia grants preliminary permission to import a POV duty free only after member/employee arrives at post and has been accredited by the Government of Indonesia Ministry of Foreign Affairs (MOFA). The OBL for a POV must contain the following vehicle information: Vehicle Year/Make/Model/Type/Color/VIN or chassis number and engine number. Incomplete or missing data on the OBL will delay the clearance and vehicle registration process. Complete the following vehicle questionnaire and send it to GSO/Transportation:
 - (1) Name, Diplomatic Title, and estimate arrival date at post.
 - (2) Vehicle Year/Make/Model/Type.
 - (3) Price in Cost, Insurance, Freight in US Dollars.
 - (4) Engine displacement (CC).
 - (5) Country of origin.
 - (6) Name of address of car dealer (for new car).
 - (7) Estimated date of importation.
 - (8) VIN or chassis number.
 - (9) Engine number.Original BL covering a POV shipment should be forwarded immediately to the Embassy GSO/Transportation via air courier.
 - e. Firearms/Weapons. Import of firearms is prohibited.

- f. Pets. Must have import from the Ministry of Agriculture. The pet must have a health certificate issued within five days prior to shipment, stating that the animal is free from any disease and has not been in a Yellow-Fever-infected area for at least five days prior to shipment.
 - g. Security and law enforcement. The Government of Indonesia strictly prohibits the importation of firearms, drugs and narcotics, and indecent or obscene publications. Importation of alcohol is limited.
3. Modes of Shipment
- a. Military Air Shipments. As stated above (Cargo), a BL, cargo manifest, general declaration and packing list, along with any other shipping documents, should accompany all cargo. Each item must be listed on the cargo manifest. On the BL, designate the consignee as:

American Embassy
Jakarta, Indonesia
For (Name of agency)
 - b. Commercial Air. As stated above (Cargo), a BL, cargo manifest, general declaration and packing list, along with any other shipping documents, should accompany all cargo. Each item must be listed on the cargo manifest. Designate the consignee on the BL as provided above.
 - c. Ocean Vessel Shipments. As stated above (Cargo), a BL, cargo manifest, general declaration and packing list, along with any other shipping documents, should accompany all cargo. Each item must be listed on the cargo manifest. Designate the consignee on the BL as provided above.

G. JAPAN

- 1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/ja.htm>.
- 2. Cargo. The following paragraphs describe the customs clearance and inspection process for government and personal property shipped into Japan. The SOFA between the US and the Government of Japan (GOJ) establishes the guidelines by which government cargo and personal property can be shipped into Japan. Generally, property bound for the US Armed Forces in Japan enters duty-free.
 - a. United States Forces-Japan (USFJ) Regulations (Figure 511-2). The following regulations implement those portions of the SOFA that deal with customs clearance of, access to, use, and resale of duty-free goods.

USFJ Instruction 31-207, Weapons and Firearms in Japan

USFJ Instruction 90-205, Entry and Exit of Individuals, Cargo, Aircraft, and Surface Vessels.

Figure 511-2. USFJ Regulations

- b. Government Property. The US-GOJ SOFA Article XI states “all materials, supplies, and equipment imported by the United States Armed Forces, for official use of the United States Armed Forces or for use of the members of the United States Armed Forces, will be free from customs duties and other such charges. Appropriate certification will be made that such materials, supplies, and equipment are being imported to be used exclusively by the United

States Armed Forces or ultimately to be incorporated into articles or facilities used by such forces.”

- c. **Personal Property.** The US-GOJ SOFA Article XI also allows military personnel, civilian employees of the Armed Forces, invited contractors, technical representatives, and their families assigned to USFJ to ship reasonable quantities of personal property into Japan without paying duty or customs taxes for a period of six months after arrival. Personal property includes any item shipped in HHG, UB, or hand carried to the port of entry (normally Narita, Kansai, Haneda, Fukuoka, or Naha International Airports or Misawa, Yokota, and Kadena ABs and Marine Corps Air Station (MCAS) Iwakuni). As a result, USFJ personnel governed by the SOFA are not authorized to:
 - (1) Use their duty-free privileges to import goods into or from Japan for the purpose of realizing personal gain or profit, or for providing a gain or profit for any other individual.
 - (2) Use their duty-free privileges to import property when the property is not intended for the personal use of the individual or the individual’s SOFA family members. As a result, importing commercial goods for resale or gifts is prohibited.
 - (3) Deliberately importing goods into Japan in quantities exceeding personal needs or the needs of their bona fide family members.
 - (4) Personal property shipments to Japan using a reengineering initiative must be coordinated with USFJ. Rationale is that local TOs and Military Common User Port Operators must still process proper documentation to clear shipments through GOJ customs. A GBL should still be used to move personal property to Japan. Procedures have not been coordinated with GOJ to use commercial documentation to customs clear shipments. The USG must still abide by the SOFA.
 - (a) Customs clearance of personal property is subject to the six-month rule. If a member ships property into Japan via commercial means after six months, the SOFA member is responsible for accomplishing the proper paperwork with GOJ Customs Officials. Personnel who ship property into Japan after six months must pay the applicable customs duties, ship or hand-carry the items back out of Japan, or abandon them. When the member makes a permanent change of station (PCS) move from Japan, there will be no customs duties upon export of these goods from Japan.
 - (b) Exceptions to the six-month rule. Items shipped into Japan through the Air Postal Operations (APO) are not subject to the six-month rule. However, import restrictions on types of items and the prohibition on items in excess of personal need still apply. Vehicles and vehicle parts are not subject to the six-month rule, however vehicles are subject to import restrictions.
- d. **Import Restrictions.** Under GOJ law and USFJ directives, the following are restricted or prohibited from importation into Japan. The list is not all encompassing and should only be used as a guide.
 - (1) Fresh fruits and vegetables.
 - (2) Plants, seeds, bulbs, and straw goods.
 - (3) Animal products such as unprocessed meats.
 - (4) Endangered species or products made from endangered species.
 - (5) Counterfeit, altered or imitation coins, paper money, bank notes, or securities.

- (6) Any books, pamphlets, paper, writings, advertisements, circulars, prints, pictures, drawings, motion picture films, phonograph or tape or wire recording, containing any matter advocating or urging treason or insurrection against the GOJ or the US.
 - (7) Obscene books, drawings, carvings, films, videos, and other articles of a pornographic nature.
 - (8) Any narcotic drug or utensil used therefore. Includes marijuana, amphetamines, and hallucinogenic drugs to include instruments for their administration.
 - (9) Ammunition, gunpowder, and explosives.
 - (10) Importation of items in excess of personal needs.
- e. Firearms/Weapons Restrictions. GOJ Custom's officials strictly control the importation of firearms/weapons of all types. USFJ Custom's officials suggest personnel coming for assignment in Japan leave all types of privately owned firearms/weapons in the US. However, if a member desires to ship authorized firearm(s) they should be shipped as outlined in the Personal Property Consignment Instruction Guide (PPCIG) (available at <http://www.mtmc.army.mil>)
- (1) Privately owned firearms may not be hand carried to Japan.
 - (2) USFJ members are not authorized to import or possess handguns.
 - (3) Personnel will not ship any firearm or ammunition in HHG, or accompanied or UB.
 - (4) Firearms that are authorized by the PPCIG must be mailed by the member through the US Postal System, consigned to the Commander, unit of assignment, of the gaining command and marked for the member.
 - (5) Component and installation commanders are authorized to impose more stringent requirements, therefore, it is important to follow the instructions in the PPCIG. Also, the member should communicate with his/her gaining unit and/or sponsor.
 - (6) Firearms that are authorized and mailed must be registered with the local Provost Marshal or Security Forces Squadron immediately upon the weapon arriving in Japan. Personnel must have a bill of sale or a registration from the last duty assignment for the weapon to complete the registration process.
 - (7) Other weapons defined as dangerous instruments are instruments manufactured for or designed to inflict physical harm to other persons. Installation commanders will determine possession, transfer, and storage requirements for dangerous instruments through installation regulations/instructions. Therefore, prior to shipping the below items the member should contact his/her gaining unit or sponsor. Dangerous instruments may include, but, are not limited to the following:
 - (a) Swords, stilettos, sabers, ice pick, daggers, machetes, spears, or other similar instruments.
 - (b) Spring release, switchblade, "bolo", and "butterfly" knives, metal ("Brass") knuckles.
 - (c) Trench knives or bayonets.
 - (d) Blackjacks or objects that may be used as clubs that inflict bodily harm.
 - (e) Explosives of any type.
 - (f) Straight razors, razor blades, or any weapon made from either device.

- (g) Any other objects determined by service components.
 - (h) Official military ceremonial swords may be shipped in members HHG, but must be clearly marked on the carrier's inventory as "Official Military Ceremonial Sword."
- f. Pets. Personnel who choose to bring pets may bring them into Japan via commercial air or AMC's Category B (Patriot Express) flights. The only authorized AMC military ports for importing/exporting pets are Yokota, Kadena, and Misawa AB (Misawa export only). Whether arriving at a commercial or AMC port, MDJ Form 270, Pet Quarantine and Examination Certificate is required. An MDJ Form 270 will be issued upon arrival at the point of entry - Commercial or Military Port. The original Rabies Certificate must accompany the animal. If the Rabies Certificate was issued by a Civilian Veterinarian, it must have the raised seal of the USDA. Rabies Vaccines need to be older than 30 days and less than 1 year old upon entry into Japan. The Original Health Certificate must also accompany the animal; the USDA raised seal applies to the Health Certificate if issued by a Civilian Veterinarian as well. Health Certificates issued in the US are valid for 10 days only. Members must comply with instructions on the form, to include a 14 day home quarantine. If a pet is shipped separately as freight, it will be customs-cleared using USFJ Form 380EJ, provided by the transportation office in Japan. Contact a local veterinarian about detailed medical requirements for shipment of pets into Japan or consult the PPCIG (available at <http://www.mtmc.army.mil>). Additional information can be found on: <http://www.usarj.army.mil/organization/vet/index.htm>.
- g. Contractors. Article XIV, SOFA, provides that US contractors present in Japan solely for the purpose of executing contracts with the US Armed Forces may be designated US Official Contractors if they qualify under certain specified criteria. With the influx in contracting initiatives, some contractor cargo and/or personal effects may not be entitled to customs free import and export privileges. Therefore, it is important to obtain a copy of the contract to determine entitlements or contact the local contracting office.
- h. Security/Enforcement. In order to prevent offenses against laws and regulations administered by the Customs authorities of the GOJ, the Japanese authorities and the US Armed Forces will assist each other in the conduct of inquiries and the collection of evidence. Each agency, unit, and member involved with importing/exporting cargo, personal effects, and the movement of passengers has an inherent responsibility to ensure compliance with applicable directives and the SOFA. When there are violations, proper reporting must be accomplished, thereby preserving the privileges outlined in the SOFA. Use Figure 511-3 as a guide for selecting appropriate organizations to notify.

i. POCs.

Organization	Location	Phone Numbers	Primary Responsibility
HQ US Forces Japan	Yokota AB	DSN 225-4714 FAX 225-3598	Office of Primary Responsibility Customs Japan
TO	Camp Butler Okinawa	DSN 645-9248 FAX 645-1155	Customs clears commercial air cargo for Okinawa (USMC)
TO	MCAS Iwakuni	DSN 253-4076 FAX 253-6455	Customs clears commercial air cargo for Iwakuni (USMC)
TO	Kadena AB	DSN 634-2430 FAX 634-5181	Customs clears commercial air cargo for Okinawa (USAF)
TO	Yokota AB	DSN 225-9154 FAX 225-5807	Customs clears commercial air cargo for mainland Japan and Okinawa (USAF)
TO	Yokosuka	DSN 243-8299 FAX 243-7042	Customs clears commercial air and surface cargo Japan (at US Navy Ports)
TO	Yokohama Water Port	DSN 269-6334 FAX 269-6679	Customs clears Code 8 UB for all services arriving at Narita and all cargo arriving at Kansai (USA)
TO	Camp Zama	DSN 263-8980 FAX 263-8984	Customs clears commercial air cargo for Japan and Okinawa except for Code 8 UB arriving at Narita and cargo arriving at Kansai (USA)
TO	Torii Station Okinawa	DSN 644-4274 FAX 644-4375	Customs clears commercial air cargo for Okinawa (USA)
835th Transportation Battalion	Okinawa Water Port	DSN 648-7721 FAX 648-7635	Customs clears surface cargo for Okinawa (USA)
836th Transportation Battalion	Yokohama North Dock	DSN 269-6513 FAX 269-6860	Customs clears surface cargo for mainland Japan (USA)
630 Air Mobility Squadron.	Yokota AB	DSN 225-9616 FAX 225-6091	Customs clears AMC cargo for mainland Japan
633 Air Mobility Squadron.	Kadena AB	DSN 634-3659 FAX 634-2279	Customs clears AMC cargo for Okinawa
TO (PPSO)	FISC Det Sasebo	DSN 252-3418 FAX 252-3704	Customs clears commercial air & surface cargo for Sasebo arriving at Southern terminals/ports

Figure 511-3. POCs in Japan

j. Air Shipments.

- (1) MILAIR. Cargo arriving in Japan by AMC is cleared by using the aircraft cargo manifest and/or DOD shipping documents attached to a USFJ Form 380EJ, Customs Free Import or Export of Cargo or Customs Declaration of Personal Property. The documents are presented to GOJ Customs Officials. Customs clearance is done immediately and property is released to the local agent for pick up. After the local agent picks up HHG or UB, they notify the appropriate TO for delivery instructions.
- (2) Commercial Air Shipments Door-To-Door. Cargo shipments moving by commercial air express and freight forwarder carriers (door-to-door) are cleared at Narita or Kansai International Airports for both mainland Japan and Okinawa. The express carrier receives advance electronic notification alerting them of incoming shipments. The express carrier notifies the destination TO of appropriate shipping data (GBL, AWB, and/or invoice) by fax. The TO will determine if shipments are official DOD cargo. After the TO verifies shipments are official cargo, they issue a USFJ Form 380EJ, or authorize the express air carrier by fax to create a partially completed USFJ Form 380EJ. Contract express air carriers have been provided pre-signed and serial numbered

USFJ Forms 380EJ by TOs. After customs clearance actions are completed, carriers must return a copy of the original USFJ Form 380EJ to the appropriate TO. After clearance, the express air carrier will make delivery to the final destination.

- (3) Commercial Air Shipments, Not Door-To-Door. Cargo shipments that are not door-to-door are extremely cumbersome; therefore, shippers must use door-to-door service.
- (4) UB Moving by Commercial Air (Code 8). Processing of USFJ Form 380EJ is the same as HHG and UB by commercial surface not under the Universal Service Contract (USC). However, the exception is that the local agent clears the UB at the International Airport. Notification and delivery procedures are the same as HHG.

3. Ocean Vessel Shipments.

- a. DOD Shipments on Commercial Contracted Carriers. DOD cargo, personal property, and POVs shipped on commercial carriers under the USC requires additional certification by the Military Common User Port Operators (MCUPOs) and/or other approved USFJ representative. The MCUPOs are the 836th and 835th Transportation Battalions (Terminals) at Yokohama and Naha ports respectively. Seven to 14 days before the vessel arrives; the carrier submits a load list/manifest by EDI and hard copy to MTMC. The MCUPO pulls the military manifest from the Worldwide Port System (WPS), verifies and compares it with the commercial carrier's manifest for accuracy, and ensures all cargo shipped has been documented. A USFJ Form 380EJ is prepared and a copy of the WPS manifest, vessel papers, and/or DOD shipping documents are attached to it and forwarded to GOJ customs for clearance action. After GOJ clearance action is complete, the container/cargo is delivered to the consignee.
- b. Military cargo shipped on commercial vessels by CBL arriving Yokohama, Kobe, Hakata, or water ports used for supporting military exercises requires a USFJ Form 380EJ. The vessel representative or vessel's agent submits an arrival notice, copy of the CBL, and other DOD cargo documentation to the MCUPO. The MCUPO prepares and certifies/authenticates the USFJ Form 380EJ and presents to the GOJ for customs clearance action. At Naha, the carrier agent provides a copy of the arrival notice to the consignee identified on the arrival notice. The consignee coordinates with their TO who prepares and certifies/authenticates USFJ Form 380EJ and presents to the GOJ for customs clearance action. The 835th MCUPO provides assistance when requested by the consignee.
- c. HHG and UB moving under the USC are cleared as government property that is outlined in paragraphs 3.a. and b. above.
- d. HHG and UB Commercial Surface not under the USC. The carrier's local agent delivers inventories and customs clearance documents (USFJ Form 380EJ) to the MCUPO. A MCUPO official reviews the documentation and certifies/authenticates the USFJ Form 380EJ. After signature, the documents are returned to the local agent who files them with GOJ Customs to clear property. GOJ Customs clears shipments by ocean container loads (APL, SEALAND, etc.) that normally take seven-10 days. After the property clears customs, the local agent picks up the container from the port and unstuffs the container at their warehouse. After unstuffing, the local agent contacts the appropriate TO for delivery instructions. Exception: At Naha (Okinawa) the carrier's local agent will notify the local receiving agent by providing a copy of the arrival notice. The local receiving agent will prepare USFJ Form 380EJ and clear customs.
- e. HHG (Code T) and UB (Code J) moving by military air. The cargo manifest is attached to a USFJ Form 380EJ and presented to GOJ Customs Officials. Customs clearance is done immediately and property is released to the local agent for pick up. After the local agent

picks up HHG or U/B, he or she notifies the appropriate TO and requests delivery instructions.

- f. POVs. POVs shipped to Japan as a part of a PCS move are customs cleared by the MCUPOs. The MCUPO prepares, certifies/authenticates, and submits the USFJ Form 380EJ to GOJ Customs Officials. Shipping POVs to Japan is a complicated process because of the DOD embargo and waiver requirements. Therefore, it is important the PPCIG be referred to for specific guidance.
4. Overland Carrier Shipments. Customs processes are not required for this mode of shipment in Japan.

H. KOREA, NORTH

1. Passengers: See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/kn.htm>.
2. Cargo. To be developed.

I. KOREA, REPUBLIC OF

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/ks.htm>.
2. Cargo. The following paragraphs describe the customs clearance and inspection process for government and personal property shipped into Korea from the US. The SOFA between the US and the Republic of Korea (ROK) establishes the guidelines by which government and personal property can be shipped into the ROK. Generally, property bound for the US Armed Forces in Korea enters duty-free.
 - a. United States Forces Korea (USFK) and United Nations Command Implementing Regulations (Figure 511-4). The following regulations implement those portions of the SOFA that deal with customs clearance of, access to, use, and resale of duty-free goods.

USFK Regulation 27-5, Individual Conduct and Appearance.

USFK/UNC Regulation 55-72, Customs Clearance Of UNC And USFK Imports And Exports.

USFK Regulation 55-73, Customs Inspection.

USFK Regulation 60-1, Ration Control Policy-Access to Duty-Free Goods.

USFK Regulation 643-1, Transactions Between Status of Forces Agreement Personnel and Personnel Entitled Duty-Free Import Privileges in the Republic of Korea.

USFK Regulation 643-2, Transactions Between Status of Forces Agreement Personnel and Personnel Not Entitled Duty-Free Import Privileges in the Republic of Korea.

Note: Many of these regulations are currently under revision.

Figure 511-4. USFK and United Nations Command Regulations

- b. **Government Property.** In Article IX, the US-ROK SOFA states, “All materials, supplies and equipment imported by the United States Armed Forces, for the official use of the United States Armed Force will be permitted entry into the Republic of Korea; such entry will be free from customs duties and other such charges. Appropriate certification will be made that such materials, supplies, and equipment are being imported by the United States Armed Forces [for exclusive use] by the United States Armed Forces.” Further, during the 5th Joint Committee Meeting in 1967, the US and ROK governments agreed that “it is expressly understood that USFK imports which enter the ROK on MSC, AMC, or USG BL shipments require no additional certification since these shipments are, by nature of their shipment, expressly for the use of USFK.”
- (1) Cargo arriving in Korea on GBL, MSC vessels, and AMC aircraft requires no additional certification, stamps, or signatures from USFK Customs Clearance Officers (CCOs). This includes cargo sent to Korea via commercial carriers using the GBL for payment. The major commercial carriers routinely process these shipments through customs and deliver them to their destination IAW the terms of the contract.
 - (2) Cargo arriving in Korea via commercial carrier using a CBL for payment requires additional certification IAW Article IX of the US-ROK SOFA and USFK/UNC Regulation 55-72. In general, additional certification means that a USFK CCO appointed by the USFK Provost Marshal has checked the validity of the paperwork supporting each CBL shipment, verified the identity of the consignee/declarant, and has affixed his/her signature on the USFK Form 95 EK, Import Declaration. In some cases, the CCO will direct an inspection of the shipment due to irregularities on the import documents. See Figure 511-7 for a list of CCO office information.
 - (3) Security in the customs clearance system is a great concern. Since USG cargo is afforded duty-free status, the system is highly susceptible to abuse once the signature of a USFK CCO is affixed, with appropriate stamps, to the Form 95EK. As a result, local CCOs have various security measures in place. Measures include requiring customers to hand-carry the forms to the carrier or establishing authorized agents with the carriers themselves. The CCO reserves the right to inspect suspect shipments arriving in the ROK. These inspections consist of verification of the actual contents against the paperwork, insuring that no prohibited or restricted items are present, and checking that the shipment contains no personal property.
- c. **Air Shipments.** Cargo arriving in Korea by commercial air normally arrives at Kimpo International Airport (IAP) in Seoul. Occasionally, cargo will arrive at other ports of entry such as Kimhae IAP. Refer to the list in Figure 511-7 to determine whom to call. The USFK Provost Marshal, in cooperation with Korea Customs Service, established an air cargo customs clearance and inspection section at Kimpo, to provide better customer service, more rapid customs clearance, and on-the-spot inspection of suspect cargo.
- (1) To obtain a customs clearance for air freight, customers need to have the following documents: USFK Form 95EK, signed by an authorized declarant; AWB; invoice; and other documents that the carrier may provide such as power of attorney. These documents can be faxed or hand-carried to the CCO nearest to where the cargo is arriving (see Figure 511-7).
 - (2) In order for the CCO to process the paperwork, customers will use the Department of the Army (DA) Form 1687, Notice of Delegation of Authority - Receipt for Supplies signature card or equivalent memorandum as proof of eligibility to act as “declarant” (consignee) on the USFK Form 95EK. File signature cards with the local CCO. If the declarant is performing a one-time transaction, a letter from the unit commander stating

the property is for the exclusive use of the USG will suffice. Korean nationals appointed on DA Form 1687 as “authorized agents” are only allowed to pickup and transfer paperwork. Once the paperwork is presented, the CCO checks the identity of the declarant, verifies that the paperwork is in order, determines whether further inspection is warranted, and affixes an original signature to the USFK Form 95EK. Korean Customs will not process the clearance without an original signature. After the USFK Form 95EK is signed by an authorized CCO, the declarant has overall responsibility for taking it to the carrier. At Kimpo, the carriers pickup the USFK Form 95EKs for their own company. The carrier then presents the USFK Form 95EK to Korean Customs for duty-free clearance. (See Figure 511-5.)

Military Cargo Shipped Using a Commercial Air Carrier

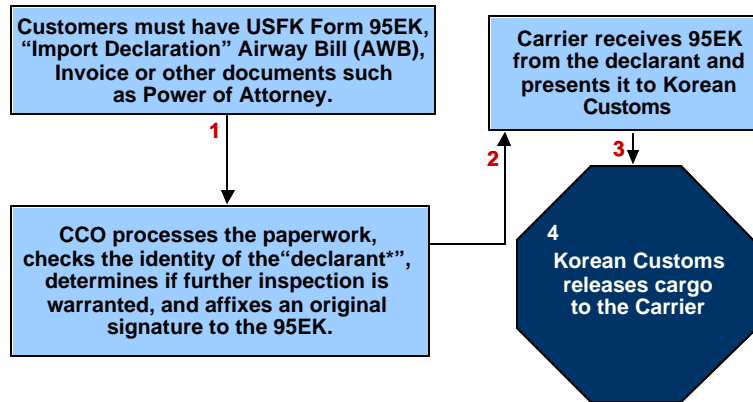


Figure 511-5. Military Cargo Shipped Using a Commercial Air Carrier (Korea)

d. Ocean Vessel Shipments.

- (1) Military cargo shipped on Commercial Contracted Carriers. DOD cargo shipped on commercial carriers under the USC requires additional certification by a CCO but the process is different than air freight. Seven to 14 days before the vessel arrives, the carrier submits a load list/manifest by EDI and hard copy to the Military Terminal, Pier 8, Pusan, Korea. The CCO handles the commercial carrier's arrival notice in the same manner as a USFK Form 95EK. The CCO pulls the Military Manifest from the WPS, verifies and compares it with the commercial carrier's manifest for accuracy, and insures all cargo shipped has been documented. He/she signs, stamps, and returns the copy with an original signature to the carrier's authorized agent. Twenty-four hours before the vessel arrives, the carrier submits a copy of their commercial load list/manifest by EDI directly into the Korea Customs House. The carrier then delivers the copy with original CCO signature and stamp to the Main Pusan Customs House. The shipment is then customs cleared for duty free entry.
- (2) Military cargo shipped on commercial vessels by CBL. DOD cargo arriving on a CBL requires additional certification utilizing a USFK Form 95EK in a similar manner as clearance of air freight. The vessel or vessel's agent submits an arrival notice, copy of the CBL, packing list, and other procurement documentation to the TO of the consignee. The TO prepares and signs the USFK Form 95EK and presents the Form to the CCO for review and certification. Security procedures and the requirement for the signature card are the same as with air freight. The TO or his/her authorized representative delivers this certification and documentation packet to the appropriate Korea Customs house to

receive a license for duty free entry. Figure 511-6 illustrates the customs clearance process for military container cargo shipped via sealift using a CBL into the ROK:

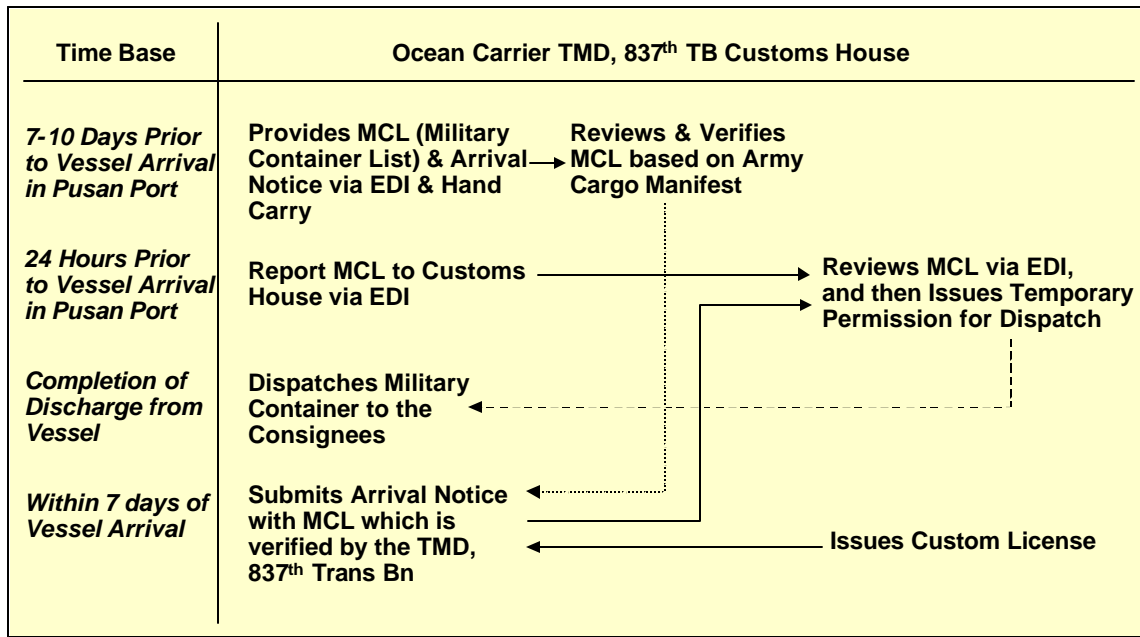


Figure 511-6. Military Container Cargo Shipped Using a Commercial Ocean Vessel (Korea)

Duty Title	Organization	Phone Number	Areas of Interest
Chief, SOFA Support Division	USFK Provost Marshal's Office (FKPM -SSD)	738-5101/4247/5110 Fax: 736-5105	Lead CCO; oversight of all CCO's in USFK; clearance of personal property and household goods
Deputy Chief, SOFA Support Division	USFK Provost Marshal's Office (FKPM -SSD)	723-5481 Fax: 723-5486	Clears air cargo arriving at Kimpo International Airport
Chief, Traffic Management Division	837 th Transportation Battalion, Military Terminal Pier 8, Pusan (MTPC-PU-TM)	763-7163 Fax: 763-7175	Clears sea cargo arriving in Pusan; sole POC for clearing USC contract cargo
Installation Transportation Officer	20 th Support Group (EANC-TP-STD)	763-7640 Fax: 763-7249	Clears POVs arriving in Pusan and air shipments at Kimhae
Supply Officer	CNFK Fleet Activity, Chinhae (N4)	762-5479 Fax: 762-5526	Clears US Navy cargo arriving in Chinhae

Figure 511-7. Customs Clearance Officers Appointed IAW USFK Regulation 55-72 (Korea)

- e. Overland Carrier Shipments. This mode of shipment does not exist in USFK.

- f. **Personal Property.** Article IX, of the US-ROK SOFA also allows military personnel, invited contractors, technical representatives, and their families assigned to USFK to ship reasonable quantities of personal property into Korea by commercial means without paying duty or customs taxes for a period of six months after arrival (“the six month rule”, see paragraph h. below). Personal property includes any item shipped in HHG, UB, or hand carried to the port of entry (normally Kimpo IAP or Osan AB). As a result, USFK personnel governed by the SOFA are not authorized to:
- (1) Use their duty-free privileges to import goods into or from Korea for the purpose of realizing personal gain or profit, or for providing a gain or profit for any other individual.
 - (2) Use their duty-free privileges to import duty-free property when the property is not intended for the personal use of the individual or the individual’s SOFA family members. As a result, importing commercial goods for resale or gifts is prohibited.
 - (3) Deliberately import goods into Korea in quantities exceeding personal needs, the needs of their bona fide family members, or reasonable quantities for bona fide maintenance or welfare gifts as defined in USFK Regulation 643-2. Final decisions on reasonable quantities of personal property will be made by the Chief, SOFA Support Division, USFK Provost Marshal’s Office, 738-5101.
- g. **Exceptions to the Six-Month Rule.** Vehicles, vehicle parts, and items shipped into Korea through the APO are not subject to the six-month rule. However, import restrictions on types of items and the prohibition on items in excess of personal need still apply in these cases.
- h. **Customs Clearance.** Customs clearance of personal property is subject to the six-month rule. If a member ships property into Korea via commercial means, the method of customs clearance is similar to that for government property. The chief exception is that personal property is cleared using Korea Customs forms but the paperwork is still signed by a USFK CCO. Most personal property clearance takes place in Seoul, at the SOFA Support Division (FKPM-SSD). The SOFA member is responsible for taking the paperwork to the carrier for clearance through Korea Customs. Personnel who ship property into Korea after six months must pay the applicable customs duties, ship or hand-carry the items back out of Korea, or abandon them.
- i. **HHG and UB.** Carriers deliver inventories and customs clearance documents to FKPM-SSD for all HHG and UB shipments arriving in Korea. A USFK CCO reviews each inventory for prohibited or restricted items and places his/her stamp and original signature on the clearance document. The carrier is then responsible for secure transport to Yongdang Customs House, Pusan, where duty free clearance takes place.
- j. **POVs.** POVs that are shipped to Korea as a part of a PCS move are customs cleared at the Camp Hialeah TO by the CCO who works there. The POV contractor for DOD is responsible for assembling the necessary paperwork including the clearance documents and obtaining the original signature of the CCO. The contractor then insures that the clearance documents are transmitted to Korea Customs by EDI and hard-copy. Korea Customs will not issue clearance authority without the original signature of the CCO. Personnel shipping POVs into Korea after they arrive in country must obtain clearance in person through the Law Enforcement Division Vehicle Registration Section (FKPM-LE) at DSN 738-6390 (located on Yongsan South Post). The vehicle registration clerk is responsible for assembling the necessary paperwork including the clearance documents and obtaining the original signature of the CCO. This clearance involves certification that the member does not own a second POV and is there in SOFA status.

- k. **Import Restrictions.** The types of personal property that may be imported are extremely limited by ROK law and USFK regulations. Items restricted or prohibited from importation into Korea are: Fresh fruits and vegetables, animal products such as unprocessed meats, endangered species or products made from endangered species (e.g. alligator handbag), exotic pets, counterfeit currency, communist propaganda, material that may compromise the security of the ROK, pornography (e.g. material displaying sexual acts including child pornography and homosexuality), aphrodisiacs (e.g. deer horn), narcotics (e.g. hashish, cocaine), flammables, uncut stones, explosives, and weapons. Importation of items in excess of personal needs is also prohibited. In cases of suspected excess personal property, USFK Customs Inspectors use the following guidelines (Figure 511-8):

Currency	Not more than \$10,000 in negotiable currency including traveler's checks
Tobacco	Not more than 200 cigarettes or an equivalent amount of other tobacco products.
Alcohol	Not more than 1 liter of alcoholic beverage.
Perfume	Not more than 2 ounces of perfume
Other Personal Property	Decisions on enforcement action are made on a case by case basis. Factors include family size, religious background, medical conditions, rank, whether the items are known to be "hot" on the black market, and other factors that may bear on the individual member.

Figure 511-8. Import Restrictions (Korea)

- l. **Firearms/Weapons Restrictions.** USFK and Korea Customs Inspectors strictly control the importation of weapons of all types. Many weapons commonly available for purchase and use in the US directly violate USFK regulations. USFK Customs officials advise personnel coming for assignment in Korea to leave all types of privately-owned weapons in the US. However, the following procedures have been put in place to reduce inconvenience and insure rapid processing of authorized weapons. Personnel will not ship any firearm or ammunition in HHG, or accompanied or UB, except as prescribed in DOD regulations and the PPCIG (available at <http://www.mtmc.army.mil>). See Figure 511-9 for a list of restricted/prohibited weapons. Observe the following procedures for importation of authorized privately owned firearms.
- (1) For firearms shipped in HHG, the firearm must be listed on the member's HHG inventory and PCS orders and packed in the number one external shipping container. Prior to the unpacking of HHG, the customs inspector will ask the member if the shipment contains any firearms or other weapons. The member should announce the presence of a firearm or weapon prior to unpacking crate number one.
 - (2) If the firearm is hand-carried at a port of entry, the member must comply with service and common carrier regulations. Generally, this means declaring the firearms prior to boarding the aircraft, transporting the firearm in a locked container, and insuring that the firearm is unloaded, located in checked baggage, and not available during flight. Additionally, the member will insure that the firearm is listed in some way on their PCS orders. Once arriving in Korea, all weapons including firearms should be declared on the USFK Form 96, Customs Declaration.

(3) The following weapons (Figure 511-9) are prohibited from importation into Korea except as noted:

- Fully automatic firearms.
- A shotgun with the barrel length less than 18 inches.
- A weapon made from a shotgun (for example, by modification) having an overall length less than 26 inches or a barrel less than 18 inches in length.
- A rifle having a barrel less than 16 inches in length.
- A weapon made from a rifle (for example, by modification) having an overall length less than 26 inches or a barrel less than 16 inches in length.
- Any type of BB guns, pellet gun, or slingshot.
- Other weapons, except a pistol or revolver, from which a shot is discharged by an explosive if the weapon is capable of being concealed on the person.
- A noise suppresser for any weapon.
- A molotov cocktail or any gasoline or other flammable or combustible substance in a glass container or other breakable container that is configured with a fuse-type device.
- A straight razor, a knife with a razor blade, a switchblade knife, a t-handle push knife, a hooked blade knife (carpet-type knife), a box knife, a “butterfly” knife with hinged handle sections that collapse around the blade, or any knife, sword or dagger with a 4-inch or longer blade. **Exceptions:** (1). A hunting knife, fishing knife, jackknife, sheathed knife or kitchen knife with a 4-inch or longer blade may be acquired, owned, possessed, and transported when used exclusively for hunting, fishing, camping, cooking and eating activities. (2). A sheathed knife with a 4-inch or longer blade if required to perform military duties and carried or worn immediately to or from work. (3). Ceremonial/decorative knives, swords, and daggers, regardless of size, may be acquired, owned, possessed, and displayed in home, office, or at official functions, but will not be carried or possessed in public places except to transport them to and from home, office, or an official function. (4). A straight razor, when used for shaving only. **Note:** The member is responsible for providing certification from the gaining commander to USFK Customs of intended use and storage for all exceptions.
- A club-type hand weapon (blackjack), brass knuckles and gloves or bracelets studded with hard or sharp metal objects.
- A shooting pen (fountain pen or automatic pencil-style pen capable of discharging tear gas or similar substances) or any weapon capable of discharging any chemical agent. Exception: Weapons that discharge water and blanks, and defensive pepper spray devices.
- A shooting weapon or blade that can collapse, be telescoped, or shortened, or that is stripped beyond the normal extent required for hunting or sporting; or is concealed in other devices (for example, walking sticks, umbrellas, tubes, and others).
- A shooting weapon with mounted searchlights.
- A hollow point cartridge, opened or closed, for any firearm of more than .22 caliber (5.6 mm).
- An explosive, incendiary, or gas bomb, grenade, missile, mine, or similar device or any rocket having a propellant charge of more than four ounces.
- A kung fu or Chinese fighting stick or nunchakus or similarly constructed items. Exception: A kung fu or Chinese fighting stick or nunchakus or similarly constructed items are authorized if the item was acquired and is owned, possessed, transported, and used solely in connection with authorized sporting events, regularly scheduled martial arts training or practice. Note: The member is responsible for providing certification from the gaining commander to USFK Customs of intended use and storage for all exceptions.
- A metal Chinese throwing star or similarly constructed item having multiple sharpened appendages.

Figure 511-9. Weapons Prohibited for Import to Korea

- (4) Weapons not in the prohibited weapons list are authorized for importation. If the weapon is intended for one of the purposes as noted in the exceptions (e.g., knives, swords, or martial arts equipment), the member should point that out to the USFK Customs Inspector during customs declaration and inspection. Even authorized weapons will be seized and stored by custom officials until the gaining commander certifies proper use and storage.
- (5) Firearms (Class “A” weapons) must be registered with the local Provost Marshal or Security Forces Squadron within 72 hours of the weapon arriving in Korea or prior to arrival of the HHG shipment. Personnel must have a bill of sale, registration from the last duty assignment, or a BL for the weapon to complete the registration process.

- m. Pets. Personnel who choose to bring pets must bring them into Korea via commercial means. Currently, USFK Customs has no way to check pets at any military port of entry. As a result, pets must accompany the member on a commercial airline arriving at Kimpo IAP or be shipped separately as freight. If shipped separately as freight, contact the USFK Customs office at DSN 738-5110 for instructions on customs clearance. Contact your local veterinarian about detailed medical requirements for shipment of pets into Korea or consult the PPCIG (available at <http://www.mtmc.army.mil>).
- n. Enforcement. USFK Customs Inspectors routinely inspect HHG and UB hard-copy inventories and deliveries at quarters, shipments of commercial cargo, hand-carried luggage, and personal effects at USFK ports of entry to detect violations. Under the US-ROK SOFA, US military investigators and Korea Customs Service routinely conduct joint investigations of customs offenses. Violators are dealt with severely under applicable US and ROK laws. The government of the ROK may take jurisdiction in such cases and prosecute violators in their court system. Other punishments include administrative actions and judicial or non judicial punishment under the Uniform Code of Military Justice. For further information, contact the USFK Customs office at DSN 738-5110/4247/5101.

J. LAOS

- 1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/la.htm>.
- 2. Cargo.
 - a. Government. Notify the US Embassy, Vientiane, of the arrival at least 15 working days before shipping the cargo to enable the embassy to get customs clearance. Provide clear and detailed information about the shipment to the GSO, including the name of the vessel. The US Embassy completes and submits Form D-50 (for temporary importation) or D-40 (for permanent importation) along with a diplomatic note to the MOFA to allow original import of the goods. Consign shipments to:

U.S. Embassy
Vientiane, Laos
(name of final recipient)
Via: Bangkok in Transit
 - b. Commercial air shipments sent door-to-door should be identified as such on the Airway Bill and forwarded to the GSO/Customs/Shipping office. Military cargo shipped on commercial vessels with a CBL should be consigned to the US Embassy, Vientiane, with attention to the GSO officer.
 - c. Personal Property. For HHG, provide the number of vans, the gross weight, and a packing list to the GSO at the US Embassy. For UB, provide the number of boxes, the gross weight, and a packing list. For POVs, provide the following information:
 - (1) Year, make, model
 - (2) Type (e.g. pickup truck, sedan)
 - (3) Engine number
 - (4) Chassis or VIN number
 - (5) Color
 - (6) Weight
 - (7) Driving system (left- or right-hand drive)

- (8) Cylinder
- (9) Condition
- (10) Value

The GSO can recommend a moving company to move goods from the terminal to the final destination.

- d. Firearms/Weapons. Officially, importation of firearms/weapons requires a permit from the Lao Police Authorities. Sources at US Embassy state the permit policy has not been tested, but they are doubtful import of firearms would be allowed.
 - e. Pets. Pets require a health certificate and a Rabies Vaccination Certificate.
 - f. Security and law enforcement. Importation of firearms and narcotics is restricted and possibly prohibited.
3. Modes of Shipment.
- a. Military Air. Wattay International Airport serves as both the military and commercial terminal for customs clearance.
 - b. Commercial Air. Cargo on commercial carriers, whether military or non-military cargo, must have a CBL as described above (Cargo).
 - c. Ocean Vessel Shipments. Thanaleng port in Thailand serves as both the military and commercial terminal for customs clearance. Shipments bound for Laos should go to Bangkok first, then through Thanaleng port Vientiane, Laos.

K. MALAYSIA

- 1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/my.htm>.
- 2. Cargo. To be developed.

L. MONGOLIA

- 1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/mg.htm>.
- 2. Cargo.
 - a. Government Property. Based on "The Agreement on Military Visits and Exchanges between the Government of Mongolia and the United States of America", cargo should be declared to customs and application for duty free exemption should be made to the Taxation and Revenue Collection Division. This should be done in advance for shipments that do not include medicine, medical supplies, medical equipment and agricultural products. For these items, the BL/invoice with cost breakdowns should be provided to the US Embassy. The Embassy will submit requests to:
 - (1) * Ministry of Finance for customs tax release.
 - (2) * Ministry of Health for medicine, medical supplies and equipment clearance. For this action, the medicine list needs to be categorized by brand/trade name and internationally recognized name with expiration date, unit of measure, amount, unit cost and total cost. By Mongolian law and regulation, all medicines and agricultural products that are not internationally recognized shall be tested. Samples must be submitted a sufficient time ahead for two week testing.

- (3) * Customs General Department processes paperwork submitted by freight forwarding company.
- (4) * After the information of declared goods is submitted, the US Embassy will be able to obtain the shipment from the customs storage area. There is a charge of at least nine dollars per kilo for cargo stored beyond 72 hours.
- (5) *The Ministry of Health and Welfare of Mongolia requires used clothing to be hygienically tested in advance with a verification document.
- b. Personal Property (HHG, UB and POVs). Personal property is exempt from all duties and taxes. Vehicles are not subject to this exemption, except for accredited diplomats. If a diplomatic licensed vehicle is sold to a Mongolian citizen, the purchaser must pay a duty and excise tax to customs.
- c. Firearms. Firearms and ammunition used for joint exercises and training need special clearance from the following organizations: Customs General Department, Police department, Ministry of Defense's General Staff Headquarters.

***NOTE:** Due to the large amount of requirements, it is necessary to have all required paperwork submitted at least three weeks prior to the actual shipment arrival at either the airport or railway station.

3. Modes of Shipment

- a. Military Air. Procedures are the same as 2.a above.
- b. Commercial Air. Airport cargo unit is responsible for clearance of goods coming as international cargo. The procedures are the same as 2.a above.
- c. Military Sea Terminals – N/A
- d. Commercial Sea Terminals – N/A

M. NEPAL

- 1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/np.htm>
- 2. Cargo.
 - a. Government Property. Detailed packing list and freight details (aircraft type/flight number, date of arrival) must be provided to post (US Embassy) at least 10 working days prior to arrival. For military cargo shipped on commercial vessels by commercial bills of lading, the original airway bill/ocean bill and invoice and/or packing list is required to initiate Government of Nepal (GON) custom paper work. At least 10 working days are required to get approval from the MOFA, GON.
 - b. Personal Property. Original airway bill/ocean bill and billing invoice and/or packing list is required to initiate GON custom clearance paper work. At least 10 working days are required to get approval of the MOFA, GON. For ocean vessel shipping, the original BL must be provided.
 - c. Firearms. The import of firearms and ammunition is subject to issuance of an import permit which must be obtained in advance from the MOFA, GON.
- 3. Mode of Shipment
 - a. Military Air. See Section I of the Foreign Clearance Guide. See 2.a and b above.
 - b. Commercial Air. See Section I of the Foreign Clearance Guide. See 2.a and b above.

- c. Military Sea Terminals – not applicable.
- d. Commercial Sea Terminals – not applicable.

N. NEW ZEALAND

- 1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/nz.htm>.
- 2. Cargo. To be developed.

O. PAPUA NEW GUINEA

- 1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/pp.htm>.
- 2. Cargo.
 - a. Government Property. No inspection is done for cargo arriving on military aircraft or sealift. For military cargo arriving on commercial vessels or aircraft, customs documentation has to be completed. For duty free clearance, a Consular Certificate will be lodged with the Department of Foreign Affairs and Customs for documents approval. A Customs agent will be engaged to compile import entry through customs. Due to the lengthy documentation process, the required documents for the documentation preclearance process are: OBL and Inventory List for sealift; and, the Airway Bill and Inventory List for airlift. These documents have to be faxed to the shipping section of the Embassy before arrival of the cargo at the final destination. Cargo is taken delivery from the wharf or airport after customs and quarantine procedure is cleared. Cargo in containers is kept in a container storage facility. For sensitive shipments, cargo is delivered from the wharf to location as instructed. Less-than-Container load and Full-Container-Load cargo is kept in the agents warehouse awaiting delivery instructions. Transportation can be arranged for delivery through the local Customs and Forwarding agent for delivery to residence, office or other specified locations within road access. The cargo owner can also make arrangements to pick up the cargo from the container facility or agent warehouse. Cargo is duty free when the Embassy is involved. Handling and delivery charges for the customs agent must be paid. The Embassy will require fiscal data to pay local charges incurred.
 - b. Personal Property (HHG, UB, POV). See 2.a above. The customs procedures for HHG, UB and POV are the same as general military shipment.
 - c. Firearms/Weapons. Import of weapons is restricted unless specific arrangements with government authorities are in place.

P. PHILIPPINES

- 1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/rp.htm>.
- 2. Cargo.
 - a. Government Cargo. The Government of the Philippines exempts from all kinds of taxes all military personnel assigned to the US Embassy, Manila, and accredited with the Department of Foreign Affairs. Cargo arriving is subject to customs clearance prior to release from the port. The US Embassy in Manila prepares a Certificate of Tax Exemption and a Letter of Guaranty for submission to the Department of Foreign Affairs (DFA), together with a copy of the Airway Bill or BL and an invoice or packing list. The shipment must be consigned to the US Embassy in Manila. The recipient agency or person should be indicated as the secondary recipient. The documents are then forwarded to the Bureau of Customs and processed by a licensed customs broker to release the shipment. Expect two-three working days for processing.

- b. Shipments being sent to the Philippines in support of the RP-US Balikatan Joint Exercises are also being supported by the Embassy so long as the shipments are endorsed by any military agency at the Embassy (such as JUSMAG, CPRP, Defense Attache Office (DAO), NRCC and others). It is important that shipping documents address the US Embassy, Manila, For: Balikatan Exercise (Name of person or office).
 - c. For cargo exiting the Republic of the Philippines, the US Embassy prepares an exit clearance to declare the shipment tax at the port through the DFA and Customs.
 - d. The Transportation Unit of the GSO at the US Embassy, Manila, can provide additional information on customs laws in the Philippines. Phone number: (63-2) 523-1001 extensions 2813 or 2796. Fax number: (63-2) 831-0631.
 - e. Personal Property. Personal property shipments are subject to customs clearance prior to release from the port. The member or owner of the shipment should be physically present in the country and accredited with the DFA prior to the preparation of the Certificate of Tax Exemption. The arrival of the HHG or UB should coincide with or follow the member's arrival. Expect processing time to be 10-15 working days for HHG and two-three days for UB.
 - f. POVs are also subject to customs clearance prior to release from the port. As with HHG and UB, the member must be in the country and accredited before the US Embassy prepares the importation request with the Department of foreign Affairs. Upon receipt of approval, a Free-Entry for Motor Vehicle is then submitted to the DFA together with the BL. Expect five working days at the DFA, five working days with Customs, and another five for the broker to release and deliver the shipment to the Embassy. Importation of right-hand-drive cars is prohibited.
 - g. Firearms/Weapons. Importation of firearms into the country is restricted. Exception is being granted if the Philippine National Police Firearms and Explosives Division and/or Philippine Armed Forces of the Philippines provide an importation permit.
 - h. Security and law enforcement. The Republic of the Philippines prohibits the importation of gunpowder, dynamite, ammunition, other explosives, and firearms; marijuana, opium, or other narcotics or synthetic drugs; and right-hand-drive cars.
3. Modes of Shipment
- a. Military Air. Military shipment (air or sea) typically does not require customs clearance because the arrival of the vessel or carrier is usually coordinated between the US Forces and the Armed Forces of the Philippines. These shipments do not pass through the usual commercial terminals or ports where customs offices are located.
 - b. Commercial Air. As stated above (Cargo), shipments inbound by commercial air require customs clearance prior to release from the port. The Airway Bill and packing list are needed to complete processing. This applies whether the cargo is civilian or military.
 - c. Ocean Vessel Shipments. As stated above (Cargo), requires customs clearance prior to release from the port. The BL and packing list are needed to complete processing. This applies whether the cargo is civilian or military.

Q. SINGAPORE

- 1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/sn.htm>.
- 2. Cargo. To be developed.

R. SRI LANKA, REPUBLIC OF

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/ce.htm>.
2. Cargo.
 - a. Government Property. For cargo arriving in country, the US Embassy DAO coordinates with the Ministry of Defense (MOD). The MOD will advise the Department of Customs and other relevant authorities accordingly in US military removing cargo through Customs. For cargo exiting the country, (same as above) or the GSO Shipping Unit (SU), on receipt of cargo details, will obtain the MOFA export approval. The documents and cargo will be handed over to the agent to process customs and export formalities.
 - b. Personal Property (HHG and UB) and POVs. The US DAO requests the duty free privileges from the MOFA for military personnel. This will enable the SU to obtain duty free clearance approval for HHG and UB shipments. The SU expediter will clear the cargo.
3. Modes of Shipment
 - a. Military Air. Not available in Sri Lanka.
 - b. Commercial Air. The DAO coordinates with the MOD to obtain customs clearance for inbound cargo.
 - c. Military Sea. Not available in Sri Lanka.
 - d. Commercial Sea. The DAO will coordinate with the MOD to obtain customs clearance for inbound cargo. The embassy contractor will clear the cargo.

S. THAILAND

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/th.htm>.
2. Cargo. To be developed.

T. TAIWAN

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/tw.htm>.
2. Cargo.
 - a. Government Property. There are two different channels for the importation of military shipments into Taiwan. For shipment consigned to the American Institute of Taiwan (AIT), duty-free paperwork must be submitted to the MOFA through the Taipei Economic and Cultural Representatives Office for approval. If the item is restricted for importation, a special import permit may be required to be obtained. If the shipment is not assigned to AIT, the receiving organization also needs to request a special import permit. For military cargo shipped on commercial vessels by CBLs, a special import permit may also have to be requested from Taiwan authorities.
 - b. Personal Property. Taiwan authorities have no restrictions for the importation of HHG, UB, and POV. The US Embassy can assist with the application for duty-free importation, customs clearance and delivery.
3. Mode of Shipment
 - a. Military Air – There are no military bases in Taiwan.
 - b. Commercial Air. The US Embassy can apply for a duty-free document from MOFA. Upon receiving the duty free approval, submit the packing list/ invoice to Customs for clearance.

The shipment can be released when the warehouse charges have been paid. The US Embassy will make all arrangements for transportation and delivery.

- c. Military Sea. Same as above.
- d. Commercial Sea. Same as above.

U. VIETNAM

1. Passengers. See the DOD Foreign Clearance Guide at <http://www.fcg.pentagon.mil/fcg/vm.htm>.
2. Cargo. To be developed.